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Marshall University

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# MARSHALL

## UNIVERSITY



1980-81

### GRADUATE CATALOG

Regarding various phases of the university, write or telephone as follows:

Marshall University  
Huntington, West Virginia 25701

### **Admission**

Director of Admissions  
Tel. (304) 696-3160

### **Alumni Affairs**

Director of Alumni Affairs  
Tel. (304) 696-3134

### **Business Matters, Expenses**

Vice President for Financial Affairs  
Tel. (304) 696-6428

### **Employment, Placement**

Director of Career Services and Placement  
Tel. (304) 696-2370

### **Graduate Study**

Dean of the Graduate School  
Tel. (304) 696-6606

### **Student Affairs**

Vice President for Student Affairs  
Tel. (304) 696-6422

### **Student Housing**

Director of Housing  
Tel. (304) 696-6765

### **Scholarships and Loans**

Director of Student Financial Aid  
Tel. (304) 696-3162

### **Transcripts, Records**

Office of the Registrar  
Tel. (304) 696-6410

## **POLICY STATEMENT**

It is the policy of Marshall University to provide equal opportunities to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications and merit without regard to race, sex, religion, age, handicap, or national origin.

This nondiscrimination policy also applies to all educational programs and activities as they pertain to admission, employment and other related activities covered under Title IX which prohibits sex discrimination in higher education.

Marshall University also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, sex, religion, age, handicap, or national origin. Information on the implementation of the policy and/or the Title IX Amendment should be addressed to:

Affirmative Action Officer  
Marshall University  
Huntington, West Virginia 25701

# MARSHALL UNIVERSITY

## CATALOG OF THE GRADUATE SCHOOL

MARSHALL UNIVERSITY  
JAMES E. MORROW LIBRARY  
1980-81 HUNTINGTON, W. VA. 25701

SEPIQ 1980

## ARCHIVES

### HUNTINGTON, WEST VIRGINIA

### 25701



# West Virginia Board of Regents

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Mrs. Sue S. Farnsworth .....	Vice President
Rev. Paul J. Gilmer .....	Secretary
Mr. Earle T. Andrews .....	Member
Dr. Forrest L. Blair .....	Member
Mr. Andrew L. Clark .....	Member
Mr. Edward H. Greene .....	Member
Mr. Albert M. Morgan .....	Member
Mr. John W. Saunders .....	Member
Dr. Francis K. Aldred .....	Faculty Representative
Mr. James W. Scott .....	Student Representative
Dr. Roy Truby, Ex-Officio .....	State Superintendent of Schools

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Chancellor

## Marshall University Advisory Board

Mr. William C. Campbell, Chairman  
Mr. Charles C. Lanham  
Mr. Robert E. Yancy

Judge Dennis R. Knapp  
Mr. Leonard H. Samworth  
Mr. William L. Williams, Jr.

Mrs. Sandra Wilkerson

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Number 1

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Huntington, West Virginia 25701

The university reserves, for itself and its departments, the right to withdraw or change the announcements made in this Bulletin.

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# Calendar

## GRADUATE CALENDAR FOR FIRST SEMESTER 1980-81

September 1, Monday	Labor Day Holiday-University Closed
September 2, Tuesday, 8:00a.m.-8:00p.m.	Regular Registration
September 3, Wednesday	Classes Begin
September 4, Thursday, 8:00a.m.-6:30p.m.	Late Registration and Schedule Adjustment
September 5, Friday, 8:00a.m.-4:30p.m.	Late Registration and Schedule Adjustment
September 19, Friday	Application for December Graduation Due in Graduate School Office
September 26	Last Day to Drop 1st 8 Weeks Courses With "W" Grade
October 17-18	Homecoming
October 21, Tuesday	Mid-Semester, 1st 8 Weeks Courses End
October 22, Wednesday	2nd 8 Weeks Courses Begin
October 24, Friday	Last Day to Drop Courses With "W" Grade
October 27-December 12	"WP" or "WF" Withdrawal Period by Deans's Permission Only
October 31, Friday	Final Draft of Graduate Thesis Submitted to Adviser
November 3-14	Advance Registration for 2nd Semester for Currently Enrolled Students Only
November 7-21	Oral Comprehensive Examinations for Masters Degree
November 14, Friday	Last Day to Drop 2nd 8 Weeks Courses With "W" Grade
November 17-January 9	Advance Registration for 2nd Semester Open to ALL Admitted Students
November 22, Saturday	Written Comprehensive Examinations for Masters Degree
November 26, Wednesday, 12:00 noon	Thanksgiving Recess Begins
November 27, Thursday	Thanksgiving Holiday-University Closed
November 28, Friday	University Holiday-University Closed
December 1, Monday	Classes Resume
December 5, Friday	Approved Thesis Due in Graduate School Office
December 12, Friday	Last Class Day for All Classes
December 13, Saturday	Exam Day for Saturday Classes
December 15-16	Exam Days
December 17	Study Day (Wed. night classes examined)
December 18-19-20	Exam Days
December 20, Saturday, 12:15 p.m.	Exams Concluded. First Semester Ends
December 22, Monday, 12:00 noon	Deadline for Submitting Final Set of Grades
December 24-25-26	University Closed
December 29-30-31	University Offices Open
January 1-2	University Closed

## CALENDAR FOR SECOND SEMESTER 1980-81

January 12, Monday, 8:00a.m.-8:00p.m.	Regular Registration
January 13, Tuesday	Classes Begin
January 14, Wednesday, 8:00a.m.-6:30p.m.	Late Registration and Schedule Adjustment
January 15, Thursday, 8:00a.m.-4:30p.m.	Late Registration and Schedule Adjustment
January 30, Friday	Application for May Graduation Due
February 6, Friday	Last Day to Drop 1st 8 Weeks Courses With "W" Grade
March 3, Tuesday	Mid-Semester, 1st 8 Weeks Courses End
March 4, Wednesday	2nd 8 Weeks Courses Begin
March 6, Friday	Last Day to Drop Courses With "W" Grade
March 9-15	Spring Vacation-Classes Dismissed
March 9-April 29	"WP" or "WF" Withdrawal Period by Dean's Permission Only
March 16, Monday	Classes Resume
March 27, Friday	Final Draft of Graduate Thesis Submitted to Adviser
March 30-April 3	Advance Registration for Summer Session for Currently Enrolled Students Only
April 3, Friday	Last Day to Drop 2nd 8 Weeks Courses With "W" Grade
April 6-June 12	Advance Registration for Summer Session Open to ALL Admitted Students
April 10-24	Oral Comprehensive Examinations for Masters Degree
April 11, Saturday	Written Comprehensive Examinations for Masters Degree
April 13-24	Advance Registration for 1981 Fall Semester for Currently Enrolled Students Only
April 17, Good Friday	University Holiday-University Closed
April 24, Friday	Approved Thesis due in Graduate School Office
April 24-25-26	Alumni Weekend
April 27-August 28	Advance Registration for Fall Semester Open to ALL Admitted Students
April 29, Wednesday	Last Class Day
April 30, Thursday	Study Day
May 1, Friday	Exam Day
May 2, Saturday	Exam Day for Saturday Classes
May 4, Monday	Exam Day
May 5, Tuesday	Study Day (Tues. night classes examined)
May 6-7-8	Exam Days
May 9, Saturday, 11:00 a.m.	Commencement
May 11, Monday, 9:00 a.m.	Deadline for Submitting Final Set of Grades
May 25, Monday	Memorial Day Holiday-University Closed

## SUMMER SESSION 1981

### First Term

June 15, Monday	Regular Registration
June 16, Tuesday	Classes Begin
June 16	Late Registration and Schedule Adjustment

June 19, Friday	Application for July Graduation due in Graduate School Office
June 26, Friday	Final draft of Graduate Thesis submitted to adviser
June 26-July 10	Oral Comprehensive Examinations for Masters Degree
July 2, Thursday	Last Day to Drop Courses With "W" Grade
July 3, Friday	Independence Day Holiday-University Closed
July 6, through July 16	"WP" or "WF" Withdrawal Period by Dean's Permission Only
July 10, Friday	Approved Thesis Due in Graduate School Office
July 11, Saturday	Written Comprehensive Examination for Masters Degree
July 17, Friday	First Term Ends
July 20, Monday, 9:00 a.m.	Deadline for Submitting Final Grades

## Second Term

July 20, Monday	Registration
July 21, Tuesday	Classes Begin
July 21	Late Registration and Schedule Adjustment
July 24, Friday	Application for August Graduation due in Graduate School Office
July 24-August 6	Oral Comprehensive Examinations for Masters Degree
August 7, Friday	Last Day or Drop Courses With "W" Grade
August 7, Friday	Final Draft of Graduate Thesis submitted to Adviser
August 8, Saturday	Written Comprehensive Examinations for Masters Degree
August 10 through August 20	"WP" or "WF" Withdrawal Period by Dean's Permission Only
August 14, Friday	Approved Thesis due in Graduate School Office
August 21, Friday	Second Term Ends
August 24, Monday, 9:00 a.m.	Deadline for Submitting Final Grades



## Policy Statement

Extreme weather conditions and energy shortages resulted in disruption of normal operations at Marshall University on occasions during the winters of 1976-77 and 1977-78.

Similar situations may occur in the years ahead as a result of weather, energy or other emergency conditions. With that possibility in mind, Marshall University has developed three levels of curtailed operations, based on the severity of the situation.

Since Marshall University is a community of more than 12,000 people with varying roles and responsibilities, it seems unlikely there will ever be a time when the university can be completely "closed" with all members of the university community away from the campus. Therefore, in an attempt to eliminate confusion in the future, the following levels of curtailed operation have been defined as follows:

### LEVEL 1: CLASSES SUSPENDED

Classes will not meet as scheduled; students and faculty will be excused. Other staff members will be expected to report in order to maintain all other university activities on a normal or near-normal basis.

### LEVEL 2: CLASSES AND OFFICES CLOSED

Routine operations will be suspended. However, staff members involved in the operation of residence halls, health service, food service, recreation facilities, the Student Center, the Library, security services and plant operations functions will be expected to report for duty.

### LEVEL 3: UNIVERSITY CLOSED

Residence halls will be closed and all student-related activities will cease. Only security and plant operations staffs will continue to function.

Division directors will have the responsibility in determining the members of their respective staffs required to maintain services at the various levels of curtailed operation.

In the event conditions warrant curtailment of operations, news media serving the region will be notified as quickly as possible and the level of curtailment will be outlined. This will be done by the Office of University Relations.

In event of curtailment at Level 1 or Level 2, when many students will remain on or near campus, a number of student-related functions will be maintained on the following schedules:

GULLICKSON HALL: Recreation facilities to be open from noon to 10 p.m. weekdays; noon to 7 p.m. Saturdays; 1 p.m. to 7 p.m. Sundays.

FAMILY CARE OUTPATIENT CLINIC: Student health services will be provided at normal hours unless otherwise posted.

MEMORIAL STUDENT CENTER: Open 1 p.m. or 7 p.m. daily

LIBRARY: Both James E. Morrow Library and the School of Medicine Library will provide service from 8 a.m. to 5 p.m. weekdays, 9 a.m. to 5 p.m. Saturdays and 1 p.m. to 7 p.m. Sundays.

RESIDENCE HALLS: The Division of Student Affairs will arrange special activities in cooperation with students living in the residence halls.

Security and plant operations activities are expected to continue under all circumstances.

# The Administration

PRESIDENT .....	Robert B. Hayes
Director of Development .....	Bernard Queen
Director of Alumni Affairs .....	Everett N. Roush
Director of University Relations .....	C. T. Mitchell
PROVOST .....	Olen E. Jones, Jr.
Dean of the College of Business .....	Sara E. Anderson
Dean of the College of Education .....	Philip J. Rusche
Dean of the College of Liberal Arts .....	George J. Harbold
Dean of the College of Science .....	E. S. Hanrahan
Vice President/Dean, Community College .....	Paul D. Hines
Vice President/Dean for Student Affairs (Interim) .....	Kenneth E. Blue
Associate Dean, Student Development (Interim) .....	Stephen Hensley
Associate Dean, Student Experiential Services .....	Dennis Montrella
Associate Dean, Student Life .....	Mary-Ann Thomas
Associate Provost and	
Dean of the Graduate School .....	Paul D. Stewart
Associate Provost .....	William S. Deel
Director of Libraries .....	Kenneth T. Slack
Registrar .....	Robert H. Eddins
Director of Admissions .....	James W. Harless
VICE PRESIDENT FOR FINANCIAL AFFAIRS .....	Michael F. Thomas
Director of Finance .....	Richard D. Vass
Director of Accounting .....	Ted W. Massey
VICE PRESIDENT FOR ADMINISTRATION .....	Karl J. Egnatoff
Director of Auxiliary Enterprises .....	Warren S. Myers
Director of Personnel .....	Ray A. Nissen
Affirmative Action Officer .....	Marvin E. Billups
Director of Administrative Operations .....	Harry E. Long
Director of Security .....	Donald L. Salyers
VICE PRESIDENT/DEAN, SCHOOL OF MEDICINE .....	Robert W. Coon
Executive Assistant .....	John M. Zink
Associate Dean for Academic and Clinical Affairs .....	David K. Heydinger
Associate Dean for Administration and	
Student Services .....	Paul H. Collins
Associate Dean .....	Herbert H. Spencer
Associate Dean for Veterans Affairs (Beckley) .....	Werner A. Laqueur
Dean of the School of Nursing .....	Vacant
DIRECTOR OF ATHLETICS .....	Lynn J. Snyder
Associate Director of Athletics .....	Edward M. Starling

## General Information

Marshall University, one of West Virginia's two State universities, encourages individual growth by offering programs and instruction in attainment of scholarship, acquisition of skills, and development of personality.

The university provides students with opportunities to understand and to make contributions to the culture in which they live; to develop and maintain physical health; to participate in democratic processes; to learn worthwhile spiritual, social and economic values; to develop intellectual curiosity and the desire to continue personal growth; and to share in a varied cultural program.

Professional, technical, and industrial career studies are available through the various departments of the university.

Marshall also recognizes an obligation to the state and community by offering evening courses, off-campus classes, lectures, musical programs, conferences, forums, and other campus and field activities.

## HISTORY

Marshall University traces its origin to 1837, when residents of the community of Guyandotte and the farming country nearby decided their youngsters needed a school that would be in session more than three months a year.

Tradition has it that they met at the home of lawyer John Laidley, planned their school and named it Marshall Academy in honor of Laidley's friend, the late Chief Justice John Marshall.

At the spot called Maple Grove they chose one and one-quarter acres of land on which stood a small log building known as Mount Hebron Church. It had been the site of a three-month subscription school and remained that for another term. Eventually \$40 was paid for the site.

On March 30, 1838, the Virginia General Assembly formally incorporated Marshall Academy. Its first full term was conducted in 1838-39.

For decades the fledgling school faced serious problems, most of them financial. The Civil War forced it to close for several years, but in 1867 the West Virginia Legislature renewed its vitality by creating the State Normal School at Marshall College to train teachers. This eased Marshall's problems somewhat, but it was not until the tenure of President Lawrence J. Corbly from 1896 to 1915 that the college began its real growth. In 1907, enrollment exceeded 1,000.

Since then Marshall's expansion has been consistent and sometimes spectacular. The College of Education, first called Teachers College, was organized in 1920 and the first college degree was awarded in 1921. The College of Arts and Sciences was formed in 1924, and the Graduate School was organized in 1948. The College of Applied Science came into being in 1960; the School of Business was formed in 1969. These were merged into the College of Business and Applied Science in 1972. In 1974 the School of Medicine and Associated Health Professions was established. The Community College was organized in 1975, and the College of Science was authorized by the Board of Regents in 1976. In 1977, the Board approved change of name for the College of Arts and

Sciences to the College of Liberal Arts, and for the College of Business and Applied Science to the College of Business. In 1978, the School of Nursing was established as a separate entity, the other Associated Health Professions were transferred from the School of Medicine to the College of Science, and the School of Journalism was authorized as a part of the College of Liberal Arts.

Marshall was granted University status in 1961. Today it has an alumni body of more than 31,500.

Since the formation of the West Virginia Board of Regents in 1969, Marshall's progress as an urban-oriented university has been given strong impetus. As a result of this support, and because of its own active leadership and its location in the thriving Tri-State Area, Marshall is a university with excellent prospects for future development.

## ACCREDITATION

Marshall University is accredited by the North Central Association of Colleges and Schools, the National Council for Accreditation of Teacher Education, and the West Virginia State Department of Education. Marshall also is a member of the Council of Graduate Schools in the United States. Academic credits earned at Marshall University are fully standardized for acceptance by all other colleges and universities.

The Department of Chemistry is accredited by the American Chemical Society. The Associate in Science in Nursing Degree Program is accredited by the West Virginia State Board of Examiners for Registered Nurses and by the National League for Nursing. The News-Editorial Sequence of the School of Journalism is accredited by the American Council on Education for Journalism. The Department of Music is an associate member of the National Association of Schools of Music. The Cytotechnology program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association in collaboration with the American Society of Cytology. The Medical Technology program is accredited by the Committee on Allied Health Education and Accreditation (CAHEA) of the American Medical Association and by the National Accrediting Agency for Clinical Laboratory Sciences. The School of Medicine is provisionally accredited by the Liaison Committee on Medical Education.

The university is approved for attendance of nonimmigrant international students under the Federal Immigration and Nationality Act, and is approved by the American Association of University Women. Marshall holds membership in the American Council on Education, the American Association of Colleges for Teacher Education, the American Assembly of Collegiate Schools of Business, the American Association of State Colleges and Universities, the American Library Association, the American Association of Community/Junior Colleges, the Council of North Central Community/Junior Colleges, the American Association of Colleges of Nursing, and the Southern Regional Educational Board, Council on Collegiate Education for Nursing.

## LOCATION

The campus of Marshall University is located in Huntington, West Virginia, just across the river from Ohio, and thirteen miles from the Kentucky border. It is served by rail, air, and highway transportation.



## **DIVISIONS**

The university functions through eight divisions: College of Business, College of Education, College of Liberal Arts, College of Science, Community College, Graduate School, School of Medicine, and School of Nursing.

## **COMPUTER CENTER**

The Computer Center supports the university's administrative, instructional, and research activities. On-site equipment includes a PDP 11/40 computer and terminals for interactive problem solving. Remote processing is supported by the facilities of the West Virginia Network for Educational Telecomputing.

## **JAMES E. MORROW LIBRARY**

The James E. Morrow Library of Marshall University was built in 1929-31 as a combination library and classroom building. In 1966-69 the demands resulting from growth in enrollment and the increase in graduate work brought about an extensive remodeling and building program which provided an additional 74,652 square feet of space. This space was literally "wrapped around" the existing building. It increased the capacity to slightly over 100,000 gross square feet of assignable space, a total shelf capacity for 375,000 volumes and reader stations for 700 students. The reading areas are comfortable with carpeted floors, complete air conditioning, electrical heating and excellent lighting. The new building created is a handsome campus landmark of imposing Georgian design.

On June 30, 1979, the Library's holdings totaled 1,018,623 bibliographic units of which 334,780 were bound volumes of periodicals and monographs, 210,583 microforms, 1,717 audio cassettes, 241 film loops, 117 film strips, 580 kits, 193 slide sets, 108 video tapes, 17 films, 5,252 phono disks, 1,515 audio tapes, 431,746 government documents, and 31,764 pamphlets.

## **RADIO STATION WMUL-FM**

WMUL-FM, Marshall's public radio station, has been broadcasting since 1961. It is a university-wide activity, operated by a volunteer student staff under the supervision of a faculty member from the broadcasting curriculum. WMUL was the first public broadcasting station licensed in West Virginia and operates on 88.1 Mhz seven days a week while Marshall is in session.

## **WMUL-TV**

Operated by the West Virginia Educational Broadcasting Authority, this noncommercial television station broadcasts educational cultural, and entertainment programs on Channel 33. Studios are located in the Communications Building on the Marshall University campus, and at Nitro, West Virginia.

## **MARSHALL ARTISTS SERIES**

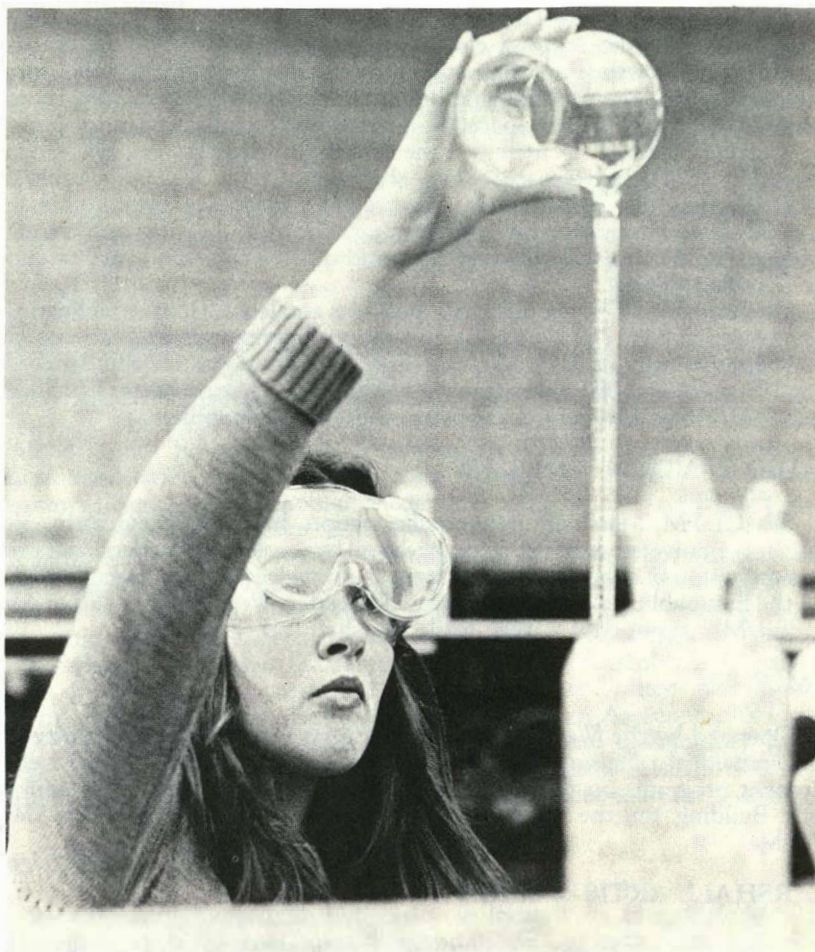
This non-profit corporation provides for the appearance of prominent lecturers and artists in the performing arts. There are four divisions of activity



within the Marshall Artists Series: Baxter Series, Mount Series, Forum Series, and Summer Series. Marshall University students with activity cards may attend all programs at no charge. Inquiries should be addressed to: Marshall Artists Series, Inc., Marshall University, Huntington, W. Va. 25701. Telephone: 696-6656.

## **SPEAKERS BUREAU**

The Speakers Bureau is a coordinating agency designed to centralize the speaker resources of the many departments of the university, its administrative staff and faculty, to facilitate the scheduling of speaking engagements by members of the university community. Details on the Speakers Bureau may be secured from the Office of Development, Marshall University, Huntington, West Virginia 25701 or by calling (304) 696-6440.



# Academic Information

## FACULTY-STUDENT ADVISORY PROGRAM

Each student admitted to a graduate degree program at Marshall University is normally assigned to a graduate faculty adviser. The adviser renders academic guidance by assisting in the preparation of class schedules, by counseling the student in meeting degree requirements, and by checking with him on his academic progress.

## SEMESTER HOURS

The semester hour is the basis of college credit within the institution. A semester hour is the credit received for passing a subject taken one hour per week for one semester.

Laboratory courses require two or three hours per week for each semester hour of credit.

## STUDENT SCHEDULES AND COURSES

1. **SEMESTER LOAD.** A normal load for a full-time graduate student is twelve semester hours in the fall and spring semesters, and six semester hours in each of the two summer terms. Enrollment for more than the normal load described here requires approval of the Graduate Dean. Graduate assistants take a smaller load.

2. **CHANGE OF SCHEDULE.** Adding courses, dropping courses, changing class hours or days, or other changes of any kind after registration must have written approval of the Graduate Dean prior to making the change.

3. **FULL-TIME GRADUATE STUDENT DEFINED.** For academic purposes a student carrying at least nine semester hours in a regular semester, four semester hours in a single summer term. This may differ from the definition for fee purposes, see Fees and Expenses, p. 21.

4. **COURSES NUMBERED 500-599** are similar to certain 400 series courses and meet jointly with undergraduate students. A course taken at the 400 level cannot be retaken at the 500 level. Courses numbered 600-699 and 700-799 are open only to graduate students. Exception to this is sometimes granted to seniors with excellent records.

## GRADES AND QUALITY POINTS

The following system of grades and quality points is used within the institution:

- A. For superior performance. Four quality points are earned for each semester hour with a grade of A.
- B. For performance distinctly above the average in quality. Three quality points are earned for each semester with a grade of B.

- C. For performance that is average quality. Two quality points are earned for each semester hour with a grade of C.
- D. For performance of below-average quality. One quality point is earned for each semester hour with a grade of D.
- F. Failure, given for unsatisfactory work. No quality points.
- W. Withdrawn on or before the eighth Friday after the first class day of the regular semester or the third Friday after the first class day in the summer session.
- WP. Withdrawn passing after the "W" period.
- WF. Withdrawn failing after the "W" period.
- I. An I grade (Incomplete) is given to students who do not complete course requirements because of illness or for some other valid reason. The student has the responsibility of completing the work satisfactorily, and if this is done the final grade may be any one of the four passing marks. If an incomplete is not made up within a period of twelve months, or if the makeup work is unsatisfactory, the grade becomes an F. An I grade may also be removed by repeating the course within the twelve-month period. The grade is not considered in determining the quality point average, except in determining admission to candidacy and final graduation.
- CR/NC Credit or no credit. Grading method used in a limited number of specifically designated graduate courses. Not more than six hours of CR grades may be used toward a degree unless special permission is received.

## QUALITY POINTS REQUIRED FOR GRADUATION

The quality point average is computed on all graduate course work taken at Marshall University, with the exception of courses with grades of W, WP, I, NC or CR. The grade of I is computed as an F in determining qualifications for candidacy or graduation.

An average of B (3.0) in the graduate courses is required for a master's degree. A more detailed statement appears on p. 52.

It is the student's responsibility to keep informed on his quality point standing and his degree requirements. This information can be obtained from the Graduate School Dean.

## REGULATIONS ON DROPPING COURSES OR COMPLETELY WITHDRAWING FROM THE UNIVERSITY

1. **Dropping of Courses**  
Dropping of courses during the Schedule Adjustment Period is described in the Schedule of Courses Bulletin published each semester by the Office of the Registrar. Dropping of courses after the Schedule Adjustment Period is accomplished by securing a drop form and having it signed by appropriate persons. Blank copies of the drop form are available in the offices of the Registrar, the Academic Deans, the Academic Department Chairmen, and the Center for Student Development (Counseling Office, Prichard Hall). The signatures required on a drop form vary with the academic calendar, as described in Paragraph 3-A and B below. After obtaining the required signatures, the student must submit the drop form to the Office of the Registrar, which then assumes the responsibility for notifying the Dean and faculty members concerned of a student's official



dropping of a class. The regulations concerning the grade a student receives are in Paragraph 4 below.

2. Official Withdrawal from the University

- A. Undergraduate students taking courses on campus who desire to withdraw from the university must contact the Center for Student Development (Prichard Hall). This center will conduct the exit interview and inform the student of the necessary administrative offices that must be cleared prior to complete withdrawal from the university.
- B. All undergraduate students taking courses off the campus who desire to withdraw from the university should contact their respective deans.
- C. All graduate students who desire to withdraw from the university should contact the Office of the Dean of the Graduate School.
- D. Application for withdrawal from the university must be made in person or by mail. Application for withdrawal by telephone will be accepted when followed by a letter.
- E. At the time of withdrawal from the university, the student relinquishes unused meal tickets, activity card, and student I.D. card. The Finance Office will determine any financial refunds due to the student which will be transmitted by check. The student's I.D. card will be deposited in the Office of the Registrar. If the student decides to attend a subsequent semester or summer term, the I.D. card may be picked up by the student one week prior to regular registration. A student who is withdrawing by mail should include the above mentioned items with the request.

3. Processing Drop Forms

- A. Any student contemplating dropping a particular course will be informed of his/her standing in that course to date, no later than the last class day prior to the "W" deadline. The Registrar will accept and process drop forms after they have been signed by the appropriate instructor and the student's present status indicated.
- B. Dropping one or more courses or officially withdrawing from the university after the "W" deadline date will be approved only through personal conference with the student's academic dean. The Registrar will accept and process requests during this period only from the office of the academic dean. Grades reported for drops and withdrawals during this period are defined in Paragraph 4-A below.

4. Grades Assigned in Case of Dropping Courses or Withdrawal from the University

In all cases of dropping courses or withdrawal from the university the instructors will report grades as follows:

- A. A student dropping courses or withdrawing from the university on or before the eighth Friday after the first class day of the regular semester will receive a grade of "W" during the summer session the "W" period ends on the third Friday after the first day of class. For eight-week courses and other courses of varying lengths, the "W" period ends on the Friday immediately following the midpoint in the course. Students dropping or withdrawing after the "W" period will receive a "WP" or "WF".
- B. A "W" grade or a "WP" (withdrew passing) grade will have no bearing on the student's grade point average. A "WF" (withdrew failing)

- will be the equivalent of an "F" grade.
- C. Students who drop courses without approval, or who do not follow regulations provided in the preceding paragraphs, receive a grade of "F" at the end of the semester or summer term.
5. Final Date for Dropping or Withdrawing  
The last scheduled day of classes is the final date for dropping or withdrawing.
6. Military Service  
Men and women called to active duty in the armed services of the United States of America shall be granted full refund of fees, but no credit, if the call comes before the end of the first three-fourths of the semester or term, and full credit, but no refund of fees shall be granted, if the call comes thereafter; provided, however, that credit as described above will be granted only in those courses in which the student is maintaining a passing mark at the time of departure to military service. The term "called to active duty" is herein defined as being called to active duty as the result of the federal activation of a total reserve component or National Guard unit of which the student is a bonafide member. Such reserve components and guard units are defined as company strength and above. The final grades, both passing and failing, for three-fourths of a semester or more are to be shown on the student's permanent record card.

## ABSENCES FROM EXAMINATIONS

Students are required to take all regular examinations. If a student attends a course throughout the semester and is absent from the final examination without permission, the instructor counts the examination as zero and reports the final grade of F. If the absence is the result of illness or some other valid reason beyond the control of the student the grade of I is reported, and the student may, upon application, take the examination at a later date. (See "Incomplete" under Grades and Quality Points.)

## ATTENDANCE POLICY

A student should recognize that one of the most vital aspects of a college experience is attendance and participation in classes and that the value of this academic experience cannot be fully measured by testing procedures alone.

The members of the student body are considered sufficiently mature to appreciate the necessity of regular attendance, to accept this personal responsibility, and to demonstrate the kind of self-discipline essential for such performances.

It is the responsibility of each individual instructor to evaluate the importance of student class attendance. Accordingly, each instructor prepares at the beginning of each semester a written statement setting forth his policy for consideration of unexcused absences, make-up examination, and related matters, which will be in force for the semester. This statement is filed with the chairman of the department and a statement of policy on attendance appropriate to each class is read at the first class meeting.

In those cases where marked violations of class attendance policy occur, the instructor may notify the dean so that every effort can be made to find and counsel the student whose academic prospects are being jeopardized by non-attendance.



In those cases where marked violations of class attendance policy occur, the instructor may notify the dean so that every effort can be made to find and counsel the student whose academic prospects are being jeopardized by non-attendance.

Absences such as those resulting from illness, death in the family, or institutional activities (those approved by the academic deans, such as debate, artistic performances and athletics) are to be excused when a student reports and verifies them to the instructor. For such excused absences, the student should not be penalized.

## ACADEMIC DISHONESTY

Marshall University considers cheating to be a serious breach of academic discipline and absolutely condemns this and any form of academic dishonesty, on or off campus, for whatever purpose it may be pursued.

Cheating shall be defined generally as any act of a dishonorable nature which gives the students engaged in it an unfair advantage over others engaged in the same or similar course of study and which, if known to the classroom instructor in such course of study, would be prohibited. Such cheating shall include, but is not limited to, the following: securing or giving unfair assistance during examinations or required work of any type; the improper use of books, notes, or other sources of information; submitting as one's own work or creation any oral, graphic, or written material wholly or in part created by another; securing all or any part of assignments or examinations in advance of their submission to the class by the instructor; altering of any grade or other academic record; and any other type of misconduct or activity which manifests dishonesty or unfairness in academic work.

The university fully expects its students to conduct themselves in a dignified and honorable manner as mature members of the academic community, and assumes that individually and collectively they will act to discourage acts of cheating. The university also expects complete and absolute cooperation among administrators, faculty, staff and students in the prevention of cheating, in detecting those who cheat, and in providing appropriate punishment for offenders. It shall be the special responsibility of the individual classroom instructor to establish with each class learning and testing conditions which minimize possibilities of cheating, to make every reasonable effort to detect those who cheat, to take appropriate action against such persons, and to prevent repetitions of such academic dishonesty.

Since each classroom instructor may modify the general definition of cheating to fit the immediate academic needs of a particular class, it shall be the instructor's responsibility where this is done to make clear to students the details of any such departure from the general definition.

Major responsibility for punishment of cheating offenders shall lie with the individual instructor in whose classroom or course of study the offense occurred. Such punishment shall be based upon the severity of the offense, circumstances surrounding the act, causes for the behavior, whether this is a repetition of a previous offense, and such other factors as the instructor may consider pertinent, and may range from a reprimand to failure in the course with or without a remanding of the offender to other university officials for additional action. Where the offense is particularly flagrant and/or it is known to the instructor that the person has been guilty of one or more such offenses in the past, the instructor shall communicate the details of the offense and the

action taken to the appropriate university officials with recommendation for additional punishment or action. If the cheating offense involves a violation of any local, state, or national law, the instructor shall communicate the details of the offense and any action taken, without delay, to the appropriate university official for additional action. Beyond the action taken by the individual classroom instructor, university officials may place the student on social and/or academic probation, place a written account of the offense in the student's permanent record file, expel the student from the university, remand the student to proper law enforcement officials for legal action, or take such other steps as may seem appropriate and reasonable.

A student charged with a cheating offense may appeal from the action of the classroom instructor to a Review Committee consisting of the Vice President for Student Affairs, the Dean of the College in which the student is enrolled, the Chief Justice of the Student Court, and two faculty members appointed for each individual case by the University Council. This committee may make such additional investigation as it may desire, shall hear all evidence in the case, and shall affirm or reverse, in whole or in part, the action of the instructor. The Review Committee shall be a special sub-committee of the Student Conduct and Welfare Committee, and shall deposit a record of its actions with the chairman of that committee.

A student may appeal from the action of the Review Committee to the President of the University, who may affirm or reverse, in whole or in part, the action of the Review Committee.

Appeals by the student to the Review Committee or to the President shall be made within thirty days of the time disciplinary action is taken or the appeal decision has been handed down; and as a part of such appeals the student may seek such legal or other assistance as he may deem advisable.

A copy of the regulations defining cheating shall be carried in all college and university catalogs, in any student handbook distributed to incoming students, in any freshman orientation issues of the student newspaper, and in any literature generally distributed as part of orientation classes. It shall be the responsibility of each classroom instructor each semester either to remind classes of these regulations or to indicate where they may be read, indicating at this time any variations which will be followed by that instructor's classes with respect to such regulations.

In all phases of enforcement of the cheating regulations due care and diligence shall be taken by instructors and others concerned to see that charges are made only upon sufficient knowledge and that each student so charged is treated with fairness and consideration.

## AUDIT COURSES

Audit students are those who enroll only for purposes of refreshing or acquainting themselves with the material offered in the course. Audit students receive no academic credit. Auditing is allowed only when there is space available in the class and the academic dean having jurisdiction over the course authorizes audit status. Enrollment for audit is limited to the regular registration period for the semester or term. Students who want to audit classes must enroll and pay fees in the same manner and at the same tuition rate as students enrolling for credit. Faculty members wanting to audit courses must secure approval of their dean and the instructor of the course or courses desired and must enroll in the regular manner for such courses.

Attendance and other requirements for auditors shall be determined by the instructor of the course being audited. It is the prerogative of the instructor to notify the respective dean and the Registrar's Office to withdraw the auditor from the class if attendance or other requirements are not met. It is the responsibility of the instructor to discuss the requirements of the course with the auditor.

It is not possible to change a registration from credit to audit or audit to credit after the close of the schedule adjustment period at the beginning of a semester or summer term.

## TRANSCRIPTS

Every student is entitled to one free official transcript of his or her record. Each additional copy costs \$1 in cash or money order. Two to three weeks may be required to process an application for a transcript at the close of a semester or summer term. At other times the service is approximately 24 hours from receipt of the request.

Students who default in the payment of any university financial obligation forfeit their right to claim a transcript.

An application for a transcript of credit earned must furnish the date of last attendance at Marshall University and student identification number. A married woman should give both her maiden and married name.

All requests for transcripts must be sent directly to the registrar.

Transcripts are prepared in the order received.

Transcript requests must be in writing, no phone requests accepted.

## ACADEMIC PUBLICATIONS OF THE UNIVERSITY

The university issues six bulletins annually: the General Undergraduate Catalog, the Catalog of the Graduate School, the admission bulletin, the schedule of courses for each semester, and the summer session bulletin. Other special publications are issued from time to time.

## EVENING CLASSES

Marshall University helps meet community needs through the Evening Classes. Credit and noncredit courses may be taken for personal, business, cultural, domestic, industrial and recreational improvement or as a refresher of other interests.

Classes are provided for those not interested in college credit but who wish to meet for one or more sessions to discuss some topic of vital interest to them in their daily work. A class of 15 or more students is required for a special interest group.

The evening classes serve those who need or want further education for credit or noncredit. It is possible to earn college credit which will serve the needs of those working toward college degrees in various fields of study.

For those who want college credit there are two lines of work:

1. Undergraduate work for high school graduates who wish to improve their employment status through education or those who want to extend their



knowledge in some direction or wish to satisfy their intellectual curiosity by following a particular line of studies.

2. Graduate work for those who hold a baccalaureate degree and who wish to work for a master's degree. Work done in evening classes carries residence credit.

## **CONTINUING EDUCATION**

Marshall University regards adult-oriented programs as a extremely important dimension of higher education. As a state-supported institution it recognizes an obligation to provide for the people of West Virginia certain community services in addition to the regular academic programs.

### **Continuing Education Units**

Marshall University, through the Office of Community Services in the Community College, offers a non-college credit "Continuing Education Unit" program designed to give recognition to persons continuing their education through certain types of short courses, seminars, conferences. The program is designed for industrial, business, educational, civic, professional, and other groups.

One Continuing Education Unit is defined as: Ten contact hours of participation in an organized educational experience under responsible sponsorship, capable direction and qualified instruction.

Continuing Education Units may be awarded as whole units or as tenths of units. For example, a fifteen contact-hour short course would produce 1.5 C.E.U.'s, a ten contact-hour offering 1.0 C.E.U., and a five contact-hour offering 0.5 C.E.U.

A permanent record will be maintained by the University of all C.E.U.'s earned.

For further information, please contact the Coordinator of Continuing Education, Marshall University Community College, 696-3646.

### **Off-Campus Classes**

Off-campus classes are offered in various parts of the state for teachers and others who find it impossible to attend classes on the Huntington campus. The quality of instruction in off-campus class is on the same high level as that of regularly taught classes on campus.

## **ACADEMIC COMMON MARKET**

West Virginia provides for its residents who wish to pursue academic programs not available within the State through the Academic Common Market and through contract programs. Both programs provide for West Virginians to enter out-of-state institutions at reduced tuition rates. Contract programs have been established for study in veterinary medicine, optometry, architecture, and podiatry; the Academic Common Market provides access to numerous graduate programs. The programs are restricted to West Virginia residents who have been accepted for admission to one of the specific program at designated out-of-state institutions. Further information may be obtained through the Office of the Provost, Old Main 110, or the West Virginia Board of Regents.

# Fees & Expenses

## GENERAL INSTRUCTIONS

1. The university and its governing board reserve the right to change fees and rates without prior notice. These increased fee charges are published with governing board approval pending.
2. Enrollment fees are payable on or before the date of registration. Currently enrolled students who advance register (pre-register) for a semester or summer term will receive an invoice for enrollment fees. Payment of the invoice must be made to the university's cashier on the due date established by the Office of Business Affairs and the Registrar. The due date will be prior to the date of regular registration for any given semester or summer term. Pre-registered students who do not pay their bill on the established due date will have their class schedules cancelled by the Registrar. Students who register during the regular registration periods and any reregistering pre-registered students will pay enrollment fees on the date of regular registration. First-time enrollees and transfer students will pay tuition on their assigned registration day. All late registrants are subject to the late registration fee of \$10.00. A student who fails to pay his enrollment fees, room and board when due will be subject to administrative withdrawal from the university. (See Withdrawal/Reinstatement Policy on page 32)
3. No financial credit shall be extended for enrollment fees. The university operates on a cash basis with payments being collected in advance. However, a student's residence hall fee (room and board) may be divided into two equal nine week installments payable in accordance with dates established by the Director of University Housing. For due dates and amounts of payments, see the section on Residence Hall Fees on page 26.
4. Students who are recipients of financial aid through the university's loan or scholarship program, the University's Department of Intercollegiate Athletics, a private loan or scholarship or any governmental agency must complete arrangements for payment through the Director of Student Financial Assistance (Room 124, Old Main Building) and the university cashier (Room 103, Old Main Building). The arrangements must be complete on or before the student's date of registration.
5. Graduate assistants, who are eligible for enrollment fee waivers under the university's fee remission plan, must complete arrangements, for the remission of fees, with the university's cashier and the Graduate School Dean on or before the registration date.
6. A student's registration is not complete until all fees are paid. The cashier accepts cash, money orders, bank drafts and personal checks written for the exact amount of the obligation. All checks must be made payable to Marshall University.
7. A student's registration may be cancelled when payment is made by a



- check which is dishonored by the bank. A charge of \$3.00 will be made for each check returned unpaid by the bank upon which it is drawn unless the student can obtain an admission of error from the bank. If the check returned by the bank was in payment of tuition and registration fees the Office of Financial Affairs may declare the fees unpaid and the registration cancelled. If the check was dishonored after the last day of regular registration, the late registration charge may be levied. In such case, the student may be reinstated upon redemption of the unpaid check, payment of the \$3.00 handling charge and payment of the late fee of \$10.00. (See Withdrawal Reinstatement policy on page 32)
8. A student who owes a financial obligation to the university will not be permitted to enroll in subsequent semesters until the obligation is paid. The full payment of charges and balances outstanding on the books of the university in account with a student will be considered prerequisite to the issuance of any certificate of attendance or credit, the awarding of a diploma or the conferring of a degree. Checks given in payment of fees, charges, obligations, or in exchange for currency through a check cashing privilege are accepted by the university subject to bank clearing house procedure. In the event a check is dishonored by a bank, the student will be held responsible for prompt redemption of the check. Failure to properly redeem the check may result in administrative withdrawal. (See Withdrawal Reinstatement policy on page 32)
  9. Students who withdraw properly and regularly from the institution will receive refunds of fees paid in accordance with the refunding policy which is stated in the schedule of refunds in this section of the catalog.
  10. A student who is required to withdraw from the institution for disciplinary reasons may not receive refunds of fees paid.

## ENROLLMENT FEES - MAIN CAMPUS

### NINE SEMESTER HOURS OR MORE

#### Regular Semester

	Resident of West Virginia	Nonresident*
Tuition Fee**	\$ 40.00	\$205.00
Registration Fee**	50.00	250.00
Higher Education Resources Fee**	35.00	180.00
Institutional Activity Fee***	38.70	38.70
Student Center Fee***	26.15	26.15
Intercollegiate Athletics Fee***	21.50	21.50
Total Enrollment Fee	\$211.35	\$721.35

\*The Governing Board's policy statement defining the term nonresident for fee purposes is printed on page 31 of this catalog under the section entitled Policy Regarding Classification of Residents and Nonresidents for Admission and Fee Purposes.

\*\*Students enrolled for less than nine semester hours pay a pro-rated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

\*\*\*See the Table of Assessments for Student Activity Fees (pp. 23-24).

## LESS THAN NINE SEMESTER HOURS

### Regular Semester

#### West Virginia Resident

Hours	Tuition*	Registration*	Higher Edu- cation Resources Fee	Institutional** Activity Fee	Student Center Fee**	Total
1	\$ 4.45	\$ 5.55	\$ 3.90	\$ 3.25	\$ 2.90	\$ 20.05
2	8.90	11.10	7.80	6.50	5.80	40.10
3	13.35	16.65	11.70	9.75	8.70	60.15
4	17.80	22.20	15.60	13.00	11.60	80.20
5	22.25	27.75	19.50	16.25	14.50	100.25
6	26.70	33.30	23.40	19.50	17.40	120.30
7	31.15	38.85	27.40	22.75	20.30	140.45
8	35.60	44.40	31.20	26.00	23.20	160.40

#### Nonresident

Hours	Tuition*	Registration*	Higher Edu- cation Resources Fee	Institutional** Activity Fee	Student Center Fee**	Total
1	\$ 22.80	\$ 27.80	\$ 20.00	\$ 3.25	\$ 2.90	\$ 76.75
2	45.60	55.60	30.00	6.50	5.80	153.50
3	68.40	83.40	60.00	9.75	8.70	230.25
4	91.20	111.20	80.00	13.00	11.60	307.00
5	114.00	139.00	100.00	16.25	14.50	383.75
6	136.80	166.80	120.00	19.50	17.40	460.50
7	159.60	194.60	140.00	22.75	20.30	537.25
8	182.40	222.40	160.00	26.00	23.20	614.00

## TABLE OF ASSESSMENTS

### STUDENT ACTIVITY FEE

Fees applicable to credit  
hour load of 9 hours or  
more regular semester

Fees applicable to credit  
hour load of less than 9  
hours-regular semester

#### Institutional Activity Fee:

Artists Series, Convocations and Forums	\$ 5.25
Chief Justice	2.55
Debate	.50
Et Cetera	.25
Health Service	15.00
Identification Card	.10
Intramural Sports	1.00
Music Organizations	2.00
Parthenon	4.00

\$ 1.50\*\*\* (Convoca-  
tions and Forums  
only)

15.00\*\*\*

.10\*\*\*

1.00\*\*\*

4.00\*\*\*

\*Students enrolled for less than nine semester hours pay a pro-rated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

\*\*See the Table of Assessments for Student Activity Fees (pp. 23 - 24).

\*\*\*Fees are payable as a pro-rated charge calculated in direct proportion to the number of hours scheduled by the student. (One ninth of the full-time fee multiplied by the number of hours scheduled by the student.)

Programming Student Activities	\$ 4.25	\$ 4.25*
Student Government	1.00	
Student Legal Aid Program	.70	.70*
Human Relations Center	.65	.65*
University Theatre	.70	.70*
WMUL-Radio	.75	.75*
Total Institutional Activity Fee	\$38.70	\$28.65
Student Center Fee:		
Student Center Bonds	\$18.00	\$18.00*
Student Center Operations	8.15	8.15*
Total Student Center Fee	\$26.15	\$26.15
Intercollegiate Athletics Fee:	21.50	
Total Activity Fee	\$86.35	\$54.80

Note: With an additional payment of the applicable fee, students who are enrolled for less than nine credit hours in regular semesters may participate in any available activity.

## ENROLLMENT FEES - MAIN CAMPUS

### GRADUATE STUDENTS

#### NINE SEMESTER HOURS OR MORE

Summer Term (5 weeks) - Normal load - 6 credit hours

	Resident of West Virginia	Nonresident
Tuition Fee*	\$ 40.00	\$205.00
Registration Fee*	50.00	250.00
Higher Education Resources Fee*	35.00	180.00
Institutional Activity Fee**	18.65	18.65
Student Center Fee**	26.15	26.15
Total Enrollment Fee	\$169.80	\$679.80

### LESS THAN NINE SEMESTER HOURS

Summer Term (5 weeks)

Hours	Tuition*	Registration*	West Virginia Resident			Student Center Fee***	Total
			Higher Edu- cation Resources Fee	Institutional*** Activity Fee			
1	\$ 4.45	\$ 5.55	\$ 3.90	\$ 2.15		\$ 2.90	\$ 18.95
2	8.90	11.10	7.80	4.30		5.80	37.90
3	13.35	16.65	11.70	6.45		8.70	56.85
4	17.80	22.20	15.60	8.60		11.60	75.80
5	22.25	27.75	19.50	10.75		14.50	94.75
6	26.70	33.30	23.40	12.90		17.40	113.70
7	31.15	38.85	27.30	15.05		20.30	132.65
8	35.60	44.40	31.20	17.20		23.20	151.60

\*Students enrolled for less than nine semester hours pay a pro-rated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

\*\*See the Table of Assessments for Student Activity Fees on the following page.

# Nonresident

Hours	Tuition*	Registration*	Higher Edu- cation Resources Fee	Institutional** Activity Fee	Student Center Fee**	Total
1	\$ 22.80	\$ 27.80	\$ 20.00	\$ 2.15	\$ 2.90	\$ 75.65
2	45.60	55.60	40.00	4.30	5.80	151.30
3	68.40	83.40	60.00	6.45	8.70	226.95
4	91.20	111.20	80.00	8.60	11.60	302.60
5	114.00	139.00	100.00	10.75	14.50	378.25
6	136.80	166.80	120.00	12.90	17.40	453.90
7	159.60	194.60	140.00	15.05	20.30	529.55
8	182.40	222.40	160.00	17.20	23.20	605.20

## TABLE OF ASSESSMENTS

### STUDENT ACTIVITY FEE

#### Fees applicable to a 5 week Summer Term

#### Institutional Activity Fee:

Artists Series, Convocations and Forums

\$ 1.50\*\*\* (Convocations  
and Forums only)

Chief Justice

Debate

Et Cetera

Health Service

5.00\*\*\*

Identification Card

.10\*\*\*

Intramural Sports

1.00\*\*\*

Music Organizations

Parthenon

4.00\*\*\*

Programming Student Activities

4.25\*\*\*

Student Government

Student Legal Aid Program

.70\*\*\*

Human Relations Center

.65\*\*\*

University Theatre

.70\*\*\*

WMUL-Radio

.75\*\*\*

Total Institutional Activity Fee

\$18.65

Student Center Fee:

Student Center Bonds

\$18.00\*\*\*

Student Center Operations

8.15\*\*\*

Total Student Center Fee

\$26.15

Intercollegiate Athletics Fee:

Total Activity Fee

\$44.80

\*Students enrolled for less than nine semester hours pay a pro-rated charge calculated in direct proportion to the number of semester hours scheduled. (One-ninth of the full-time fee multiplied by the number of semester hours scheduled by the student.)

\*\*See the Table of Assessments for Student Activity Fees on this page.

\*\*\*Fees are payable as a pro-rated charge calculated in direct proportion to the number of hours scheduled by the student. (One-ninth of the full-time fee multiplied by the number of hours scheduled by the student.)



## ENROLLMENT FEES - OFF-CAMPUS COURSES

Resident of West Virginia: \$13.90 per credit hour; Nonresident: \$70.60 per credit hour.

## RESIDENCE HALL

Students requesting housing in university residence hall are required to sign a contract to live and eat in the university facilities for the entire academic year.

Residence hall contracts are effective for the full academic year, fall and spring semester, and are binding on all students who sign a contract for this period.

The food service plan is not valid during vacation periods. Food service plans will become effective on the first day of any given semester or summer term. Meals prior to the first day of classes must be paid in cash.

NOTE: No deduction or refund is made in food service charges unless the student is absent from the campus for more than a calendar week because of personal illness or a university-approved trip. No deductions or refund is made in room charges for absences.

## RATES

Regular Semester	Room Rent	Board	Sales Tax	Total Per Semester*
Triple Occupancy				
Buskirk Hall	\$400.00	\$495.00	\$26.85	\$ 921.85*
Double Occupancy				
Twin Towers	520.00	495.00	30.45	1,045.45*
Buskirk Hall	465.00	495.00	28.80	988.80*
Hodges, Laidley and South Hall	455.00	495.00	28.50	978.50*
Private Rooms				
Hodges, Laidley and South Halls	\$575.00	\$495.00	\$32.10	\$1,102.10*
<b>Summer Term - 5 weeks</b>				
Double Occupancy				
Twin Towers	\$146.60	\$158.40	\$ 9.15	\$ 314.15**
Private Rooms				
Twin Towers	216.60	158.40	11.25	386.25**
<b>Rates for Married Students Housing (84 units available)***</b>				
Efficiency Apartment			\$105.00***	
One Bedroom Apartment (Old Building)			135.00***	
One Bedroom Apartment (New Building)			190.00***	
Two Bedroom Apartment (New Building)			220.00***	

Note: Reservation for rooms in all residence halls and married students' housing, must be made through the Director of Housing, Room 115, Old Main Building.

\*The semester fee may be paid in two equal installments. Due dates for installments are August 1 and October 15 for the 1st regular semester and January 1 and March 1 for the 2nd regular semester. A \$50 reservation deposit must accompany applications. In addition to the reservation deposit a \$25 damage deposit is required.

\*\*A \$50 deposit must accompany application for a room.

\*\*\*A \$50 damage deposit required. All units are furnished and utility costs are included in the rental rate.

Note: Board rate of \$495.00 per semester provides for a meal plan of 19 meals per week. A meal plan of 15 meals per week at the rate of \$445.00 per semester is also available.

## EXPLANATORY STATEMENT OF FEE PURPOSE:

Tuition fee: To finance W.Va. Board of Regents Special Capital Improvements Fund. Statutory authority - W. Va. Code 18-24-1, 18-12B-1.

Registration fee: To finance W.Va. Board of Regents Special Capital Improvements Fund. Statutory authority - W.Va. Code 18-24-4.

Higher Education Resources fee: A special fee levied against each student and monies are appropriated by W. Va. State Legislature from the State Fund General Revenue. Statutory authority - W. Va. Code 18-24-1

Institutional Activity fee: To operate various student activities. These include - Artists Series, Convocations and Forums, Chief Justice, Debate, Et Cetera, Health Service, Identification Card, Intramural Sports, Music Organizations, Parthenon, Programming Student Activities, Student Government, Student Legal Aid, Human Relations Center, University Theatre, and WMUL-Radio. Statutory authority - W. Va. Code 18-24-1, 18-24-8.

Student Center fee: To operate and meet bond requirements of the Memorial Student Center. Statutory authority - W. Va. Code 18-24-1, 25-1-26.

Intercollegiate Athletics fee: To support an Intercollegiate Athletic Program. Statutory authority - W. Va. Code 18-24-1, 18-24-7.

Residence Hall fee: To operate and meet bond requirements of the housing and dining system. Statutory authority - W. Va. Code 18-24-1, 18-24-9.

## ESTIMATE OF EXPENSES

Estimated semester expenses of a full-time graduate student living on campus at Marshall University are in the following table:

	West Virginia Resident	Nonresident
Enrollment fee	\$ 211.35	\$ 721.35
Dormitory fee	1,045.45	1,045.45
(Double occupancy Twin Towers with meal plan of 19 meals per week)		
Total (excluding books & supplies)	\$1,256.80	\$1,766.80

Note: Books and supplies may be purchased from the university Bookstore. Payment must be made on the purchase date. Eighteen (\$18.00) is an estimated average cost of books and supplies for a 3 hour course - excluding certain technical and applied courses such as engineering technology, art, photography, etc.

## SPECIAL FEES

Cap and Gown Purchase (Keepsake cap and gown)	
Associate Degree	\$ 9.02
Baccalaureate Degree	9.02
Graduate Degree	19.57
Damage Deposit - married students apartments	\$50.00
Residence Hall Rooms - Key Replacement (re-key fee)	\$20.00
Residence Hall Rooms - Damage Deposit	\$25.00
Residence Hall Rooms - Reservation Deposit	\$50.00
Graduation Fees	
Associate Degree	\$ 5.00
Baccalaureate Degree	5.00
Graduate Degree	10.00

Note: Graduation fees are due and payable to the Cashier on notification from the dean of the students respective college or school.

Handling fee for checks returned by bank unpaid .....	\$ 3.00
Identification card replacement fee .....	\$ 3.00
Language/Reading Education Center	
Individual Testing .....	\$10.00
Diagnostic Testing .....	50.00
Tutorial Services .....	5.00
Late Registration Fee .....	\$10.00

Note: Late registration fees are also applicable to payments of tuition accepted by the Cashier after the due date.

#### Library Charges:

1. Photographic Services			
a. Copies from all copiers - per exposure .....	\$	.10	
b. Facsimile copies from Microfilm - per copy .....		.15	
c. Facsimile copies from Microfiche - per copy .....		.15	
2. Overdue books and materials			
a. Media Material - Three-day loan period			
First day overdue .....	\$	1.00	
Each day thereafter .....		.10	
b. Books, pamphlets, and government documents two-week loan period, one renewal			no fine
1-7 days .....			
8th day overdue .....	\$	1.00	
Each day thereafter .....		.10	
Maximum fine .....		5.00	
c. Reserve Material - Two-hour books and three-day books			
First hour overdue .....	\$	1.00	
Each hour thereafter .....		.10	
Maximum fine .....		5.00	
d. Payment for Lost Book			
List price determined from books in print, plus a processing			
fee of .....		\$10.00	
e. Damaged Books			
Whatever costs incurred in rebinding, replacing pages, etc. Books damaged beyond			
repair will be paid in accordance with the Lost Book Schedule			
Meal Card Replacement Fee .....	\$	5.00	
Nursery School deposit .....		\$10.00	
Nursery School enrollment fee (regular semester) .....		\$90.00	
Summer Term .....		25.00	
Orientation Fee, per session			
New Students .....	\$	9.00	
Participating parents .....		5.00	
Parking Fees			
Per regular semester	Inside	Outside	
	\$25.00	\$15.00	
Per Summer Term (5 weeks)	7.50	5.00	
Postage charge for mailing yearbook to graduating seniors will be determined			from current
rates in effect on the mailing date			
Psychology Clinic Charges			
Diagnostic Evaluation .....		\$15.00	
Individual Testing .....		10.00	
Vocational Testing .....		10.00	
Individual Therapy Sessions (per hour) .....		5.00	
Biofeedback Treatment (per hour) .....		5.00	
Group Therapy (per hour) .....		2.00	
Special Education Program Charges			
Individual Testing 3-4 Tests .....		\$50.00/person	
Individual Testing 5-6 Tests .....		75.00/person	
Diagnostic Evaluation 7+ Tests .....		100.00/person	
Tutorial Services .....		5.00/hour	

Special fee for activity card for the use of the spouse of a full-time student (\$21.50 Athletics; \$5.25 Artists Series and convocations and forums)	\$26.75
Speech and Hearing Clinic charges:	
Speech and Hearing Evaluation	\$15.00
Hearing Evaluation	10.00
Audiometric and Short Increment Sensitivity Index Tests	10.00
Therapy (two 30 minute sessions perweek)	25.00
Towel Deposit - Physical Education Department	\$ 2.00
Transcript Fees - Each student receives the first transcript without charge. A charge of \$1.00 is made for each additional transcript.	

## REMISSIONS OF TUITION AND REGISTRATION FEES

### Graduate and Teaching Assistants

Tuition, registration and higher education recourses fees are waived for graduate assistants, approved by the Dean of Graduate School. **The Student Activity Fee is not waived and must be paid.**

## REFUND OF FEES

- I. Withdrawal from the university
  - A. Enrollment fee: Tuition, Registration, Higher Education Resources Fee, Activity Fees  
Students who withdraw regularly from the university may have a refund on enrollment fees in accordance with the following schedule:

### First Regular Semester

1st period of refunds - September 2-5, 8-12, 15, 1980	90%
2nd period of refunds - September 16-19, 22-26, 29, 1980	70%
3rd period of refunds - September 30, October 1-3, 6-10, 13, 1980	50%
After October 13, 1980	no refund.

### Second Regular Semester

1st period of refunds - January 12-16, 19-23, 1981	90%
2nd period of refunds - January 26-30 and February 2-6, 1981	70%
3rd period of refunds - February 9-13, 16-20, 1981	50%
After February 20, 1981	no refund

All refunds are to be calculated from the first day of regular registration of a given semester or term. Every student who registers incurs a financial obligation. Refund checks normally mailed within 15 days.

### B. Residence Hall Fee:

First Regular Semester: When a room reservation is cancelled prior to July 1, 1980, the \$50 reservation deposit will be refunded. Cancellation of a room reservation after June 30, 1980, and prior to September 3, 1980, the first day of classes, will result in a refund of the residence hall fee less the \$50 reservation deposit. Cancellation of a room reservation during the first week of classes, September 3-9, 1980, will result in the forfeiture of an amount equal to one-half of the semester's room rental plus one week's board. Cancellation of a room reservation after the first week of classes (after September 9, 1980) will require a payment of the semester's rental portion of the residence hall fee, plus a weekly charge for board (food) to and including the week of the date of cancellation. After considering the above requirements any balance will be refunded.

Second Regular Semester: Cancellation of room reservation prior to January 13, 1981, the first day of classes, will result in a refund of the residence hall fee less the \$50.00 reservation deposit. Cancellation of a room reservation during the first week of classes, January 13-19, 1981, will result in the forfeiture of an amount equal to one-half of the semester's room rental plus one week's board. Cancellation of a room

\*Listed fee cost pending approval of governing board.



reservation after the first week of classes (after January 19, 1981) will require a payment of the semester's rental portion of the dormitory fee, plus a weekly charge for board (food) to and including the week of the date of cancellation.

Damage Deposit: The \$25.00 damage deposit, less any damage charges is refundable when the student severs all ties with the University Residence Halls.

All residence hall refunds must be approved by the Director of University Housing.

- II. Withdrawals due to administrative action - enrollment fee only  
When it becomes necessary to cancel a class by administrative and/or faculty action, a student is granted a full-refund for the class cancelled unless he registers in another course of like value in terms of semester hours. This action does not apply to withdrawals due to disciplinary action.
- III. Food Service Plans  
Refunds when applicable will be pro-rated on the basis of a full week of 19 meals and not on the total number of meals remaining on the meal plan for the semester.
- IV. Refunds to students called to armed services - enrollment fee only  
Men and women called to the armed services of the United States shall be granted full refund of fees, but no credit, if the call comes before the end of the first three-fourths of the term, and full credit by courses, but no refund of fees, shall be granted to men and women called to the armed forces of the United States if the call comes thereafter.
- V. Special fee refunds  
The I.D. card fee of \$.10 is not refundable. The student activity fee is not refundable unless the activity card is returned to the Office of Business Affairs on the date of withdrawal.
- VI. Late fees are nonrefundable.

## **POLICY REGARDING CLASSIFICATION OF RESIDENTS AND NONRESIDENTS FOR ADMISSION AND FEE PURPOSES**

The West Virginia Board of Regents at its meeting November 13, 1973, adopted the following regulations governing the classification of students as residents or nonresidents for admission and fee purposes at all institutions under its jurisdiction, effective January 1, 1974.

### **Classification of Residents and Nonresidents For Admission and Fee Purposes**

**General** - Students enrolling in a West Virginia public institution of higher education shall be classified as resident or nonresident for admission, tuition and fee purposes by the institutional officer designated by the President. The decision shall be based upon information furnished by the student and all other relevant information. The designated officer is authorized to require such written documents, affidavits, verifications, or other evidence as are deemed necessary to establish the domicile of a student. The burden of establishing residency for tuition and fee purposes is upon the student.

If there is a question as to residence, the matter must be brought to the attention of the designated officer and passed upon at least two weeks prior to registration and payment of tuition and fees. Any student found to have made a false or misleading statement concerning his residence shall be subject to disciplinary action and will be charged the nonresident fees for each session theretofore attended.

**Residence Determined by Domicile** - Domicile within the state means adoption of the state as a fixed permanent home and involves personal presence within the state with no intent on the part of the person to return to another state or country. West Virginia domicile may be established upon the completion of at least twelve months of continued residence within the state prior to the date of registration, provided that such twelve months residency is not primarily for the purpose of attendance at any institution of learning in West Virginia.

Establishment of West Virginia domicile with less than twelve months residence prior to the date of registration must be supported by proof of positive and unequivocal action, such as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia, and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of

these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established.

**Minors** - Minors are defined by the West Virginia Code (2-2-10) as persons under eighteen years of age. The residence of a minor shall follow that of parents at all times, except in extremely rare cases where emancipation can be proved beyond question. The residence of the father, or the residence of the mother if the father is deceased, is the residence of the unmarried or unemancipated minor. If the father and the mother have separate places of residence, the minor takes the residence of the parent with whom he lives or to whom he has been assigned by court order. The parents of a minor will be considered residents of West Virginia if their domicile is within the state.

A minor student who is properly admitted to an institution as a resident student shall retain that classification as long as he enrolls each successive semester.

**Emancipated Minor** - An emancipated minor may be considered as an adult in determining residence, provided satisfactory evidence is presented that neither of his parents, if living, contributes to his support nor claims him as a dependent for federal or state income tax purposes.

In the event that the fact of emancipation is established, the emancipated minor assumes all of the responsibilities of an adult to establish residence for tuition and fee purposes. Proof must be provided that emancipation was not achieved principally for the purpose of establishing residence for attendance at an institution of higher education.

**Students Eighteen Years of Age or Over** - A student eighteen years of age or over may be classified as a resident if (1) the parents were domiciled in the state at the time the student reached majority and such student has not acquired a domicile in another state, or (2) while an adult the student has established a bona fide domicile in the State of West Virginia. Bona fide domicile in West Virginia means that the student must not be in the state primarily to attend an educational institution and he must be in the state for purposes other than to attempt to qualify for resident status.

Any nonresident student who reaches the age of eighteen years while a student at any educational institution in West Virginia does not by virtue of such fact alone attain residence in this state for admission or tuition and fee payment purposes.

A student who is properly classified as a resident at the time that he reaches the age of eighteen shall continue to be classified as a resident as long as he enrolls each successive semester and does not establish a domicile, or legal residence, in another state.

**Change of Residence** - An adult student who has been classified as an out-of-state resident and who seeks resident status in West Virginia must assume the burden of proving conclusively that he has established domicile in West Virginia with the intention of making his permanent home in this state. The intent to remain indefinitely in West Virginia is evidenced not only by a person's statements but also by his actions. The designated institutional officer in making his determination shall consider such actions as, but not limited to, the purchase of a West Virginia home, full-time employment within the state, paying West Virginia property tax, filing West Virginia income tax returns, registering to vote in West Virginia and the actual exercise of such right, registering of motor vehicles in West Virginia and possessing a valid West Virginia driver's license. Additional items of lesser importance include transferring or establishing local church membership, involvement in local community activities, affiliation with local social, civic, fraternal or service organizations, and various other acts which may give evidence of intent to remain indefinitely within the state. Proof of a number of these actions shall be considered only as evidence which may be used in determining whether or not a domicile has been established. Factors militating against a change in residence classification may include such considerations as the fact that the student is not self-supporting, that he is carried as a dependent on his parents' federal or state income tax returns or his parents' health insurance policy, and that he customarily does not remain in the state when school is not in session.

**Marriage** - The residence of a married person is determined by the same rules of domicile which would apply if he or she were not married.

**Military** - An individual who is on active military service or an employee of the federal government may be classified as a resident for the purpose of payment of tuition and fees provided that he established a domicile in West Virginia prior to entrance into federal service, entered the federal service from West Virginia, and has at no time while in federal service claimed or established a domicile in another state. Sworn statements attesting to these conditions may be required. The wife and dependent children of such individuals shall also be classified as residents of the State of West Virginia for tuition and fee purposes. Persons assigned to full-time active military service and residing in West Virginia may be classified as in-state residents for tuition and fee purposes after twelve months continuous location in the state.

**Aliens** - An alien in the United States on a resident visa, or who has filed a petition for

naturalization in the naturalization court, and who has established a bona fide domicile in West Virginia may be eligible for resident classification, provided he is in the state for purposes other than to attempt to qualify for residency status as a student.

**Appeal Process** - The decisions of the designated institutional officer charged with the determination of residence classification may be appealed to the President of the institution. The President may establish such committees and procedures as he determines necessary for the processing of appeals. The decision of the President of the institution may be appealed in writing with supporting documentation to the West Virginia Board of Regents in accord with such procedures as may be prescribed from time to time by the Board.

Adopted: West Virginia Board of Regents, November 13, 1973

## WITHDRAWAL/REINSTATEMENT FOR NONPAYMENT OF FEES

### A. ENROLLMENT AND RESIDENCE HALL FEES

1. Upon notice from the Director of Finance, the Registrar will initiate a complete withdrawal for students not paying fees. The withdrawal will be "Administrative-Nonpayment of Enrollment or Residence Hall Fees" and will be dated to the census date which is to result in an erasure of all entries on the permanent record.
2. The Registrar will telephone the instructors involved indicating that the student should not be permitted to continue in attendance in the class.
3. The Registrar will notify, in writing, the student, his instructors, and his academic dean that the student has been withdrawn and that the student should not be permitted to continue attendance in the class.
4. If the student fulfills the financial obligation, the Director of Finance will notify the student and his academic dean. The academic dean will have discretion to determine reinstatement.

In the case of non-reinstatement, the dean will notify the student, the Finance Office, and the Registrar of his decision. The Finance Office will refund the appropriate portion of the student's fees, if any, based on the date recommended by the dean and in keeping with university policies and procedures for refunding fees.

In case of reinstatement by the dean, the student, the instructors, the registrar, and the Finance Office will be notified in writing immediately.

5. Upon receipt of reinstatement notice from the academic dean, the Registrar will initiate the procedure to reinstate the student in the courses for which the student was enrolled at the time of withdrawal.
6. Those students who do not meet their financial obligation for enrollment and residence hall fees will have all entries of that registration on the Registrar's permanent record erased.
7. A student who owes a financial obligation to the university will not be permitted to enroll in subsequent semesters until the obligation is paid. The full payment of charges and balances outstanding on the books of the university in account with a student will be considered prerequisite to the issuance of any certificate of attendance or credit, the awarding of a diploma or the conferring of a degree.

### B. OTHER OBLIGATIONS

1. Failure to properly fulfill other types of financial obligations may result in administrative withdrawal from the university.
2. Upon notice from the Director of Finance, the Registrar will initiate a complete withdrawal for students not paying financial obligations. The withdrawal will be "Administrative-Nonpayment of Financial Obligations" and will be dated with the effective date of the withdrawals processing. Under these conditions, the procedures outlined under A-2, A-3, A-4 and A-5 above will be followed.
3. Those students who do not meet these "Other Financial Obligations" and are administratively withdrawn from the university will receive the grade determined by the withdrawal policy in effect at the time the Administrative withdrawal was initiated.
4. A student who owes other types of financial obligations to the university will not be permitted to enroll in subsequent semesters until the obligation is paid.



# University Housing

Comfortable, healthful, and congenial living conditions contribute much to the success of university life and work. Comfortable living conditions aid students to do their best in their studies and contribute, through the experience of group life, to the building of character and personality. Hence the university is vitally concerned with student housing.

## REQUIRED HOUSING POLICIES

The West Virginia Board of Regents policy pertaining to university housing for freshmen and sophomores is that all full-time freshmen and sophomores must live in a Marshall University Residence Hall unless they reside with their parents and commute from that residence to the main campus. An exception to this policy is married students.

## UNIVERSITY RESIDENCE HALLS

Six halls of residence are maintained on the campus by the institution, accommodating approximately 2,100 students. Individual halls accommodate from 180 to 500 occupants, largely in rooms for two persons, although there are a limited number of private rooms. The halls are planned to provide each student with the best possible living and learning conditions. Residence Hall Government plans social and educational programs and recreational activities in association with trained residence staff members, who provide an opportunity for sound academic and social development. All of the halls are located at points convenient to most parts of the campus. Rooms are furnished with study desks and chairs, single beds and chests of drawers. Linens, desk lamps and curtains are provided by the students. Pay-laundry facilities are available in each hall. Two cafeterias are available to serve the resident students.

## ROOM APPLICATIONS AND RESERVATIONS

A university residence hall application is automatically sent to a student after his/her application for admission to the university has been accepted by the Office of Admissions. Application for housing may be made prior to the student's official admission to the university; however, the acceptance of a housing application does not constitute a guarantee of admission to the university. Room reservations should be made as early as possible. Contracts for residence hall accommodations are for room and board for the entire academic year. Applications must be made on an official form and must be accompanied by a room deposit of \$50.00 which will be applied to the first term's room and board payment. Room assignments are made without regard to a student's race, religion, or national origin, and are made on a first-come first-served basis for freshmen and transfer students after returning dorm students have been assigned.



A limited number of single rooms are available in Laidley, Hodges, and South Halls. These are assigned to freshmen only after upperclass and graduate students have been given first preference. The second floors of Twin Towers East and West are also reserved primarily for assignment of upperclass and graduate students. Floors are available for freshmen only. Rooms restricted to "No Beer" are also assigned on a request basis as long as space is available.

Students desiring assignment to a "quiet" or "study" floor may so indicate on the appropriate space on the residence hall application. Depending upon demand, floors or areas of various residence halls may be set aside for students who indicate a need or desire for a more studious atmosphere than the normal residence hall environment.

## RESIDENCE HALL LIVING EXPENSES

Board and room costs in university residence halls range from approximately \$890.00 to \$1025.00 per semester, depending on the facility -- a total of approximately \$1,940.00 for the academic year. (These figures are tentative and are subject to change without prior notice). Room rents for each hall are found under the title "Fees" in this catalog.

## CANCELLATIONS AND REFUNDS

1. The \$50.00 room reservation deposit is non-refundable after July 1 under any circumstances.
2. Cancellation of a room reservation during the first week of classes of any semester will result in the forfeiture of an amount equal to one-half of the semester's room rental plus one week's board. Cancellation of a room reservation after the first week of classes of any semester will result in the forfeiture of all moneys paid or due.
3. Failure on the part of the student to submit payment of any installment by the due date may result in cancellation of the room reservation and further, the student may be subjected to withdrawal from the university. This provision shall apply to any student who may have canceled a room reservation after the first week of classes of any given semester or summer term.
4. Any student dismissed from the residence hall and/or the university for disciplinary reasons automatically forfeits an amount equal to one semester's room fee less credit for any prior installment payments previously made.
5. Payment of the room and board fee will be refunded on a pro-rated basis if the student is denied admission or declared academically ineligible to return, or is unable to attend the university for medical reasons for one academic semester or summer term.
6. In no event will a student be released from the Housing Contract for the succeeding semester, whether in attendance or not, unless written notice is delivered to the Student Housing Office not later than the last official class day of the preceding semester or summer term. Any attempt to cancel the housing contract will be void and of no effect unless the student remains absent from and receives no credit for one academic

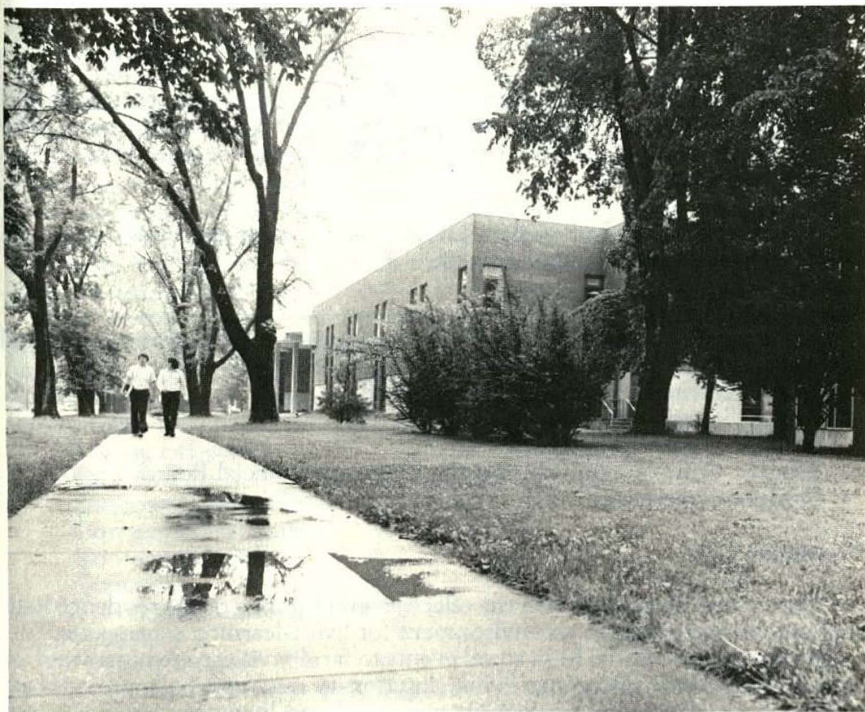
semester, subject to written notice by the student, as set forth above, of intent to cancel said contract.

## **BREAKAGE**

In addition to room and board expenses, each resident is required to deposit a \$50.00 damage fee with the university. The fee will be carried forward from year to year and will be refunded only when the student severs all ties with the Residence Hall Program. Students are expected to exercise reasonable care in the use and custody of university property in the residence halls. The cost of repair for any unnecessary or careless breakage or damage to a room or furniture is assessed to the responsible student or students.

## **HOUSING FOR MARRIED STUDENTS**

Housing for married students is provided in 84 furnished family dwelling units owned and operated by the university. The units include a wide variety of accommodations. The rents range from \$95.00 to \$220.00 per month. Applications may be procured from the university housing office. To be eligible for married-student housing, students must be enrolled for course work as follows: graduate students, 9 hours; undergraduate students, 12 hours. To be assured of space, students should apply at least one year in advance of the semester for which housing is needed.



# Student Services

## STUDENT AFFAIRS

The Dean for Student Affairs is involved in all university matters relating to student welfare, with primary involvement in those matters not related to academics. The Dean for Student Affairs meets with the Council of Academic Deans and with committees and administrators concerned with the various Student Services, supervises the Student Affairs staff, helps to assess the learning and social needs of students, and recommends ideas to make Marshall a more productive and pleasing university for students.

Under the supervision of the three Associate Deans are the major areas that plan and coordinate services and programs for students. These are the areas of (I.) Student Life, (II.) Student Development, and (III.) Student Experiential Services. Each of these is outlined in the following pages to provide an understanding of student services available, and opportunities for participation in programs that enhance student experiences at Marshall University.

### I. STUDENT LIFE

The area of Student Life is responsible for the coordination of activities and events designed to make the lives of students at Marshall University more pleasant and more rewarding in the realm of social entertainment and out-of-class learning experiences.

The Associate Dean of Student Life is responsible for providing leadership, staff and programming in the areas of:

- Student Activities

- Recognized Student Organizations (including social fraternities and sororities)

- Residence Halls - Programming and Staff

- Marshall Artists Series

- Student Legal Aid Program

- Student Code of Conduct and the University Judicial Board

- Student Governance

#### Residence Life

This unit is concerned with the selection and training of the residence halls staff and the providing of an environment for living-learning experiences. The range of activities may be from social events to faculty visits to seminars and informal interaction. The group living situation in residence halls provides excellent opportunities for learning about oneself and living cooperatively with others.



Since a large portion of the student's time is spent in the residence hall, it is important that he/she participate in determining the types of programs, procedures, and policies to be followed. For that reason, the Residence Hall Government Association has been formed. Students are urged to become involved in the Association early, so as to have a significant part in determining the type of environment in which they live. Interested residents should contact the Resident Director or the student President of the Association upon arrival on campus.

## **Student Activities and Organizations**

The Coordinators of Student Activities and Cultural Events assist student groups in utilizing activity fees to provide the highest quality entertainment and cultural events possible. The program includes contemporary issues forums, lectures, films, concerts and fine cultural offerings. Many of these events are organized in cooperation with the Huntington community. The Coordinator of Student Activities is primarily responsible for overseeing the programs of eight student activities programming committees, and the Coordinator of Cultural Events is primarily responsible for the Marshall Artists Series events. Both coordinators publish annual calendars of events for their respective programs and provide up-to-date listings of activities and cultural events both on and off campus.

## **Student Activities Programming**

The philosophy behind the Student Activities program at Marshall University is based on the belief that college is a comprehensive experience. A complete college experience involves not only the development of academic and/or vocational competencies, but also the development of personal and interpersonal competencies and interests designed to help the student develop knowledge and skills for continued growth. Part of the total experience is found in the excitement of working with other students on a programming committee, an activity which not only develops interpersonal relationships and work experience, but also provides special training in leadership qualities vital to the student's future life activities.

The programs chosen and presented by the student committees help to develop a stimulating, creative and enjoyable campus environment, both for the audience and for committee members. Consequently, these programs and the work involved in presenting them are considered cocurricular and not extracurricular activities. The eight committees are responsible for programs in the following categories:

- Cinema Arts
- Sundown Coffee House
- Contemporary Issues
- Contemporary Arts
- Concerts
- Travel and Recreation Bureau
- Publicity
- Homecoming

The Student Activities area cooperates with all divisions of the university community in programming to meet student interests as well as educational and informational needs.



## **Marshall Artists Series**

The Marshall Artists provides for the educational and artistic enrichment of the university and the surrounding community by presenting recognized lecture authorities and artists in the various art forms. Music, dance, drama, lecture and quality films are included in the four divisions of activity: Baxter Series, Mount Series, Forum Series and Summer Series. In addition, a number of workshops, seminars, master classes and residencies are scheduled with visiting artists. The concern is global, and programs advance knowledge and understanding, and promote intellectual and aesthetic curiosity.

Students with valid Activity Cards may attend all programs at no charge, since these activities are funded in part by the Student Activity Fee.

Students serve on the Artists Series Advisory Boards. Applications for participation as board members are available in the Marshall Artists Series Office, MSC 2W38.

Information about programs may be obtained at the Information Desk in Memorial Student Center.

## **Student Legal Aid**

The Student Legal Aid Program provides free, confidential legal advice to all Marshall University students, full and part time. The attorney for students may be consulted at the Memorial Student Center, Room 2W29:

MWF, 6 p.m. - 8 p.m.; W, 9 a.m. - 12 noon; Th, 3 p.m. - 5 p.m.

Campus telephone is 606-2366, and the private office is located at 824 Fifth Avenue, Suite 200, telephone 697-5400. No appointment is necessary to see the attorney on campus.

## **Education Records: Privacy Rights of Parents and Students**

The Family Educational Rights and Privacy Act of 1974, 93,380, 93rd Congress, H.R. 69 authorizes the granting to parents and students the right of access, review, challenge, and exception to education records of students enrolled in an educational agency or institution. The Department of Health, Education, and Welfare, after review and accepting comments, has published in the June 17, 1976 issue of the Federal Register the regulations to be met by an educational agency or institution to protect the rights to privacy of parents and students. In accordance with the regulations, Marshall University has adopted a policy to be implemented by all units of the institution. Upon enrollment in the university, the student and/or eligible parent(s) may request a copy of the policy.

Under the Act the student and eligible parent(s) are granted the following rights:

- a. to be informed of the provisions of the Act through adoption of an institutional policy;
- b. to inspect and review the records of the student;
- c. to reserve consent for disclosure except as exceptions are granted in the regulations, i.e., school officials, officials of other schools to which the student seeks attendance, or others as delineated in Section 99.31;

- d. to review the record of disclosures which must be maintained by the university; and
- e. to seek correction of the record through a request to amend the record and to place a statement in the record.

After the student registers for courses, the student and/or eligible parent(s) may request a copy of the policy Education Records: Privacy Rights of Parents and Students from the Office of the Dean for Student Affairs, Marshall University, Huntington, West Virginia 25701.

Complaints of alleged failure by the university to comply with the Act shall be directed to:

The Family Educational Rights and Privacy Act Office  
Department of Health, Education and Welfare  
330 Independence Avenue, S.W.  
Washington, D.C. 20201

The University encourages complainants to lodge a formal complaint with either the President, University Attorney or Attorney for Students.

Further clarification on this Act, the regulations and University policy should be directed to the Dean for Student Affairs.

## Student Conduct

The faculty and administration of Marshall University fully recognize the rights and responsibilities of students. These include the privilege and obligation of maintaining high standards of social and personal conduct. While encouraging the students to develop independence, the university embraces the concept that liberty and license are not synonymous, and it therefore accepts the obligation to maintain those rules which will provide for the welfare of the individual and the campus community at large.

For Marshall University to function effectively as an educational institution, students must assume full responsibility for their actions and behavior. Students are expected to respect the rights of others, to respect public and private property, and to obey constituted authority. A student's registration in this institution constitutes acceptance of these responsibilities, and this registration serves as an agreement between the student and the university. Failure to adhere to the rules and conduct regulations of the university places the student in violation of the Marshall University Code of Conduct and may, therefore, subject the student to disciplinary action such as disciplinary warning, a period and degree of probation, or suspension.

All persons are subject to the Student Code of Conduct who:

- a. have exhibited an intent to enroll at Marshall University, i.e., who have applied and been admitted.
- b. are currently enrolled; or
- c. are pursuing a course of study at Marshall University, whether or not they are currently enrolled.

All persons (as defined above) are subject to the Code at all times while on university-owned or controlled property, whether during an academic term or between terms.

Students, therefore, are expected to be thoroughly familiar with university rules and regulations as expressed in this catalog and in the Student Handbook. Copies of the Student Handbook are distributed during Orientation and are available in the Student Life Office or the Student Government Office.

## **Student Government**

Student Government provides an instrument for all students to have a voice in any program which would make Marshall a better university. It is constructed to represent democratically all members of the student body. Among services offered are: consumer protection, assistance with off-campus housing, life, health and personal property insurance. Consult the Student Handbook for more information.

### **Health Insurance**

Student Government offers a student accident and sickness group insurance plan providing coverage for hospital and medical expenses. The plan provides annual coverage on-campus and away from the university.

Information and applications can be obtained from the Student Government Office or the Student Life Office in the Memorial Student Center or from the Student Health Advisor in Prichard Hall.

### **Life Insurance**

A Voluntary Life Insurance program is available to students twenty-five years old and under carrying six or more credit hours. Information and application can be obtained from the Student Government Office in the Memorial Student Center.

### **Renters' Insurance**

Student Government offers a student insurance policy to cover personal belongings up to \$1,500 whether the student lives on-campus or off-campus.

Information can be obtained from the Student Government Office in the Memorial Student Center.

### **Liability**

Marshall University, as a state agency, cannot assume responsibility for loss of or damage to the personal property of students. Furthermore, the university cannot assume responsibility for personal injury to students.

Students and their parents are strongly urged to make certain that such matters are covered by their personal insurance.

## **II. STUDENT DEVELOPMENT**

The Student Development Center is a service-oriented area of the Division of Student Affairs. Its goal is to be of assistance in enhancing a student's personal and academic development through his/her college years. This assistance will be accomplished through developmental, remedial and preventative programs offered by units of the Student Development Center.

The Student Development Center provides services which support personal, social, educational and career counseling; reading and study skills development; tutorial services; minority, women and international student programs; health seminars; and new student orientation programs.

All units of the Student Development Center are located on the first floor



of Prichard Hall except for the Minority Students Office, which is in 1W25 Memorial Student Center. Office hours are 8:00 a.m. to 4:30 p.m.

### **Minority Students Program**

The minority students unit provides programs that address the particular educational and social needs of black students. The unit's goal is to provide an environment that allows student growth and the enrichment of the university community through various black cultural experiences. Cultural programs related to black perspectives, life styles and social life are provided by black student organizations.

### **Women's Center**

The Women's Center has been established to provide educational information and services on the changing role of women in modern society. The Center, a service not an organization, provides workshops, seminars, film series and referral services to help each person realize a health potential. These services also provide for an exchange of ideas that allow people to change and grow in an expanding, mobile society.

### **International Students**

The Office of International Student Services is designed to help international students adjust to changing life styles and study habits in a new and sometimes perplexing environment. The office provides special assistance to its students regarding cultural familiarization, language, housing, employment, academic and personal matters, responsibilities as nonimmigrant students, and immigration requirements and procedures. It concentrates on helping international students achieve their educational goals, while providing an insight into American culture through a program of social activities, orientation seminars, and host family visits, in addition to the annual International Festival held each spring.

### **Counseling Services**

The Counseling Services staff provide individual and small group counseling experiences, personal and emotional health seminars, academic development and career exploration information, and referral services. Vocational interest and personality testing is available to assist the student in evaluating his/her characteristics as compared to those of other students. These resources can be utilized to assist students in resolving problems of an educational, personal/social or career nature. All information discussed is confidential.

### **Health Programs**

The Health Programs advisor provides information to stimulate interest in measures to prevent health problems and to promote good health habits. Topics of programs and seminars include alcohol and drug abuse, family planning, physical fitness, nutrition, smoking and health, and venereal disease. The health programs are scheduled throughout the school year, and announcements are widely publicized on campus.



## **Vocational Rehabilitation**

The Vocational Rehabilitation Office serves students who have disabilities that constitute a vocational handicap to employment. Services provided range from educational sponsorship to meeting individualized needs in conjunction with basic counseling.

## **Special Services**

The Special Program is a federal funded unit providing a wide range of academic support services. The skills specialist provides activities which allow students to develop reading and learning skills and improve study skills. The tutorial component offers student tutors in most freshmen and sophomore level courses. These tutors are available to supplement classroom instruction and to help students better understand subject matter. Counselors are also available to help students in academic planning and career decision-making.

## **Student Health Service**

Health Service care is provided by the Family Care Outpatient Clinic (FCOC), an affiliate of the university's School of Medicine. The clinic is located at 1801 Sixth Avenue, one block southeast of the main campus, and is open from 8:00 a.m. to 8:00 p.m. Monday through Friday, and from 9:00 a.m. to 5:00 p.m. Saturday, Sundays and holidays. The clinic operates during the period when Marshall is in class session, including spring break. Student Health care is available to students attending intersessions and special training programs.

Appointments are encouraged but are not always necessary. The clinic telephone is 696-4808.

Marshall University students who have paid the Student Activity Fee and possess validated identification cards are eligible to use this service. Services provided include diagnosis and treatment by a licensed physician, limited routine laboratory procedures, limited routine radiographic procedures, routine physical therapy treatments, dispensing of some medications without cost to the student, and injection for allergies. Vaccines and dosage directions must be provided by the private physician of the patient and approved by staff physicians.

For emergency health care when the clinic is closed, students are advised to report to the Emergency Room at Cabell-Huntington Hospital. They should call the University Security Office for assistance and/or transportation. The university and FCOC have a contract only with Cabell-Huntington Hospital to pay physician and emergency room fees for emergency cases. Any additional cost due to treatment and all visits by students to Cabell-Huntington Hospital not considered emergency cases will be at student expense.

## **Educational Support Program (ESP)**

The Educational Support Program provides tutorial, reading and study skills development, and academic and career assessment for any Marshall student. The ESP utilizes various personnel within Student Development and the university community in addition to its own staff. Any student who is

experiencing academic problems or who desires to increase his/her academic proficiency is encouraged to participate.

### III. STUDENT EXPERIENTIAL SERVICES

Student Experiential Services, one of three areas under the Division of Student Affairs, emphasizes service to the student through special scholarship assistance to outstanding students, and general financial assistance to approximately three thousand students who, in many instances, would not be able to attend college without it.

Information concerning the eleven different aid programs is available at the Office of Financial Aid, 122 Old Main Building, telephone 696-3162.

Financial aid is only one vital service provided through Student Experiential Services. The others primarily fall under the Career Services and Placement Office located on the first floor of Prichard Hall. At this office, students may obtain information and assistance relating to full-time and part-time employment opportunities, involvement in extern and internships with area business and industry, interview and resume writing workshops and, in the senior year, listings of employers interested in interviewing Marshall graduates. Career planning should begin in the freshman year of college. The professional staff at the Career Services and Placement Office will provide the necessary information upon request. Open daily 8:00 a.m. to 4:30 p.m., Prichard Hall Lobby, 696-2370 or 696-2371.

#### Financial Aid

The Financial Aid Program at Marshall University assists students in furthering their education through scholarships, grants, loans, and employment. The scholarship program recognizes excellent high school achievement by incoming freshmen and outstanding academic performance by upperclass students.

All forms of financial assistance are administered by the Office of Student Financial Aid consistent with the policies and procedures set forth by the Student Financial Aid Advisory Council.

The Student Financial Aid Advisory Council assumes that the primary responsibility for financing a college education rests with the student and his family. Financial aid from the university and other sources is viewed as being supplementary to the efforts of the family.

#### Financial Aid Programs

Graduate Assistantships and Financial Aid - Most departments offering the master's degree have funds for graduate assistantships. The amount of the award may vary but includes the waiver of tuition and some fees. Graduate assistants perform duties required and carry a lighter load than do full time students. Information about graduate assistantships may be secured by contacting the department chairmen or the Graduate School Office.

Inquiries about graduate fellowships, work-study opportunities, loans and other forms of financial assistance should be directed to the Graduate School Office or to the Director of Financial Aid, Marshall University, Huntington, West Virginia 25701.

## **Career Services and Placement**

The Career Services and Placement Center provides a multitude of services for underclassmen, graduating seniors and alumni of Marshall University. For the most part, all of the service areas relate to employment skills or information needed in pursuit of employment. All of the Center functions are offered at no cost to the student. It is particularly important that students make full use of all available assistance, especially in these times when the search for career employment after graduation has become unusually competitive. By taking advantage of the Center's extensive resources and experience, they will greatly enhance their chances of securing employment.

A primary function of the Placement Center is to assist seniors and graduates in finding a suitable position after graduation. While campus recruiting has diminished somewhat in the last few years, many company representatives still visit the campus to interview graduating seniors in many fields. Besides arranging these personal interview opportunities, the Center also distributes a weekly Employment Opportunities Bulletin that lists current job openings in education, business, and civil service. This bulletin is available for mailing to graduates upon request even after graduation so that job leads can continue to be received. A very practical knowledge of comparing salaries, fringe benefits, company policies and training can be gained from employment interviewing. Another vital need for graduates seeking career positions is the identification of addresses for contacting prospective employers. The Placement Center is a prime source for this information on either a local, state, or national scale.

Placement services do not stop at graduation. In fact, all services available to undergraduates continue indefinitely after graduation. The kinds of assistance most commonly sought by alumni are requests for vacancy information and forwarding of personal employment screening data to prospective employers. The Placement Center is the most appropriate office for alumni to contact after graduation for help in any employment-related matter.

## **CLINICAL OPPORTUNITIES FOR STUDENTS**

Besides the clinical assistance of various kinds provided by the Division of Student Affairs, certain academic departments of the university offer clinical facilities for students, as described below.

### **The Speech and Hearing Center**

The Department of Speech operates a clinic to provide free assistance to any Marshall student who wants help with speech and hearing problems. The clinic also gives training in clinical procedures to future public school speech and hearing therapists.

Consultation, examination, and recommendations are available to the public insofar as time and facilities permit. The clinic is located in Smith Hall, telephone 696-3640.

The Speech Improvement Program--The Department of Speech provides special training for students requiring speech improvement. People who have substandard speech patterns not considered to be clinically significant but which require changes for more effective communication are scheduled in the speech improvement program. Students admitted to the program come from a screening procedure required as a part of courses in education and speech, from self-referral or by request of any course instructor.



## **The Psychology Clinic**

The Department of Psychology staffs a clinic which provides free consultation and service for Marshall students on a wide range of psychological problems. Service is available to the public as time and facilities permit. The clinic is located in Harris Hall (fourth floor) and inquiries or appointment requests should be directed to the Department office in Harris Hall 326, telephone 696-6447.

## **STUDENT ACTIVITIES**

Student activities of many kinds offer a variety of practical experiences through leadership and participation. Many of them are sponsored by academic departments and other university components, as indicated in the descriptions below. For information, the student should consult the sponsoring organization.

### **Cultural Events for Students**

Each year a large number of events are presented on the Marshall University campus enabling students to attend a wide variety of activities including plays, dances, films, lectures, orchestra concerts, art exhibits, etc. More information is available from the office of Student Activities telephone 696-6770, the Marshall Artists Series telephone 696-6656, and the Student Handbook.

### **Speakers Bureau**

The Speakers Bureau is an honorary service organization offering to the Marshall-Huntington community programs for social, civic, church, and educational organizations. Speakers Bureau programs, provided free of charge, include panel discussions, entertaining oral readings, and informative speeches. Membership in the Speakers Bureau, open to all Marshall University students, is earned through auditions.

### **University Theatre**

University Theatre, an all-university activity, is under the direction of the Department of Speech. Normally five to seven full-length plays and several studio and experimental dramas are produced each year.

University Theatre experience is intended not merely to give training in dramatic skills and techniques, but to develop such qualities as poise, confidence, initiative, self-reliance, and cooperativeness. A further purpose is to encourage appreciation of dramatic literature, thus helping to keep alive the plays which have made dramatic history.

Participation in University Theatre productions is open to all undergraduate students who are pursuing any degree in the university and are currently enrolled for at least six hours of credit and to graduate students pursuing any graduate degree in the university and currently enrolled for at least three hours of graduate credit. Participation in Marshall University Summer Theatre is open to all students in the university and to members of the community.



## **WMUL-FM Radio**

Marshall University's public radio station, WMUL-FM, is under the direction of the Department of Speech. Operated by a university-wide volunteer student staff under the supervision of a faculty manager, the station broadcasts approximately one hundred hours each week of entertainment and informational programs of special interest to the region served by the university. Programs produced by WMUL-FM are also made available throughout the state through the facilities of the West Virginia Public Radio network.

## **Band, Orchestra and Choral Groups**

All students at Marshall University are eligible to enroll for any one of the major musical organizations on the campus such as the Marching Band, Concert Band, Stage Band, Marshall Community Symphony, Symphonic Choir, A Cappella Choir, Choral Union, University Singers, Collegium Musicum, Opera Workshops, Wind Ensemble, and the Chamber Brass Ensemble. These organizations perform for many Marshall University functions, make a number of appearances in the city of Huntington, and occasionally make trips to other parts of West Virginia and neighboring states.

## **Student Publications**

The Parthenon, the campus newspaper, is published four times a week by students working in the School of Journalism.

The Student Handbook is published annually and contains general information for all students with particular emphasis on information for new students.

The Chief Justice, the university annual, is published by students working in the School of Journalism.

Et Cetera is a campus literary magazine published annually. It is sponsored by the Department of English.

## **Religious Life**

Several demoninations, representing a variety of faiths, have joined in a united effort to operate the Campus Christian Center. The center is located at the corner of 17th Street and Fifth Avenue, contiguous with the Marshall University campus. Consult Student Handbook for further information.

## **Intramurals**

The intramural program at Marshall University is a program of competitive athletics and recreational activities promoted for every student and faculty member on the campus. The program is sponsored jointly from student activity fees and by the Department of Health, Physical Education and Recreation and conducted by the Director of Intramurals.

## **Intercollegiate Athletics**

The Athletic Department schedules games with institutions having similar academic and athletic standards. Marshall University is a member of the

AIAW, the NCAA, and the Southern Conference and conforms to their standards.

The Director of Athletics, who reports to the President, is responsible for implementing the athletic policy of the university. The athletic program is advised by the Athletic Committee.

Some athletic coaches also serve as academic instructors, and all are required to have academic degrees.

## **Student Organizations**

Nearly one hundred clubs and organizations are active on the Marshall University campus offering extracurricular activities for students in the following interest areas: departmental, religious, honorary, professional, Greek, social, and sports. For more information, contact the Student Life Office telephone 696-6420, or consult the Guide to Recognized Student Organizations, which is available in that office.

## **MILITARY SCIENCE**

**U.S. Army Reserve Officers' Training Corps:** The Marshall University Reserve Officers' Training Corps Program, established at Marshall in September 1951, is open to both men and women. The objective of this program is to produce leaders who are capable of serving as officers in the U.S. Army active and reserve forces. It provides a basic military education which, in conjunction with other college disciplines, develops those attributes essential for successful executive performance. Individuals who successfully complete all of the training must accept a commission as a second lieutenant in the United States Army, if tendered. This commission allows the individual to enter the U.S. Army at junior executive level with a starting salary of approximately \$13,000 per year.

**Two Year Program:** A two year program is open to full-time graduate students. Students who have not attended the first two years of military science may gain credit by attending Basic Camp (MS 251) at Fort Knox, Kentucky. Students are awarded three hours credit for the camp and are paid approximately \$500.00. Students may also gain two years of ROTC credit through an on-campus program conducted during the regular summer semester. Students interested in two year programs should contact the Military Science Department. Also, qualified veterans may be awarded credit for the first two years of ROTC.

**Allowances:** All students enrolled in the advanced military science courses receive a cash allowance of \$100.00 per month. In order to be eligible for commissioning, students must attend one advanced camp, which is five weeks of military training, at Fort Bragg, North Carolina. All travel and basic expenses are paid by the Department of the Army. Additionally, cadets are paid approximately \$500.00 for participating in this training. Total remuneration for the final two years is approximately \$2,500.00. It is possible under the Simultaneous Membership Program to increase this amount substantially. All textbooks, uniforms, and equipment are furnished at no cost to students.

**Qualifications:** Participation in the military science program requires approval of the Professor of Military Science. Approval will be granted during the first two weeks of each semester. Gradually, the items checked prior to approval are age, physical condition, citizenship, and court convictions.

# The Graduate School

In October, 1938, The West Virginia Board of Education authorized Marshall University to conduct graduate instruction leading to the Master of Arts and the Master of Science degrees. Graduate work was first offered during the summer session of 1939. The first master's degrees were conferred at the spring commencement of 1940. The Graduate School was organized in 1948.

## DEGREES

The Graduate School awards the Master of Arts, the Master of Science, the Master of Arts in Journalism, the Master of Business Administration and the Master of Education degrees. A master's degree may be earned in the following graduate programs:

Accounting	M.S.
Adult Education	M.S.
Art	M.A.
Biological Sciences	M.A., M.S.
Biomedical Sciences	M.S.
Business and Commerce	M.B.A.
Business Education	M.A.
Chemistry	M.S.
Communication Arts	M.A.
Counseling	M.A.
Criminal Justice	M.S.
Education, Early Childhood	M.A.
Education, Elementary	M.A.
Education, Graduate Outreach	M.Ed.
Education, Secondary	M.A.
Educational Administration	M.A.
Educational Supervision	M.A.
English	M.A.
Geography	M.A., M.S.
Health and Physical Education	M.S.
History	M.A.
Home Economics	M.A.
Journalism	M.A.J.
Library Science Education	M.A.
Mathematics	M.A.
Music	M.A.
Physical Science	M.S.
Political Science	M.A.
Psychology	M.A.
Reading Education	M.A.
Safety	M.S.
Social Studies	M.A.
Sociology	M.A.



Special Education	M.A.
Speech	M.A.
Speech Pathology & Audiology	M.A.
Vocational Technical Education	M.S.

In addition, the Graduate School is authorized to award the Certificate of Advanced Studies in Education for completion of a prescribed post-masters program in certain selected areas. At the present time programs are available in Counseling and Rehabilitation, Curriculum and Foundations, Educational Administration and in The Graduate Outreach Program.

Cooperative degree programs have also been authorized. The Master of Public Administration is available in cooperation with the West Virginia College of Graduate Studies. The Doctor of Philosophy in Biomedical Science is available in cooperation with West Virginia University as is The Doctor of Education in Educational Administration.

## OBJECTIVES OF GRADUATE WORK

1. To meet a regional need for an opportunity for graduate study.
2. To aid in the development of a corps of competent teachers, administrators, and counselors for the public schools of West Virginia.
3. To prepare students to use and evaluate the better known techniques of research and to appreciate their contribution to knowledge.
4. To prepare students for further graduate study.

## ADMISSION TO THE GRADUATE SCHOOL

Admission to the Graduate School is based on a baccalaureate degree from an accredited college or university, and on the information provided on the "Application for Graduate Admission" form. See p. 56 concerning examination requirements.

The application for admission must be filed in the Office of Admissions at least two weeks prior to the opening of the term of enrollment. One official copy of the applicant's undergraduate transcript showing the degree earned and the date on which it was conferred must be mailed directly from the student's undergraduate college or university to the Office of Admissions when the application is filed. A transcript from each school attended is required.

Under special circumstances (for instance, justifiable delays in the forwarding of undergraduate transcripts), the Dean of the Graduate School may permit students who have not been admitted to the Graduate School to enroll in graduate courses. However, if admission is not completed within a reasonable time, it is the prerogative of the Dean of the Graduate School to withdraw the student from the courses by administrative action, or to direct that the credit may not be applied toward an advanced degree in any program.

The University reserves the right, even after the arrival and enrollment of students, to make individual curricular adjustments whenever particular deficiencies or needs are found. These deficiencies will be determined by the major program director or department chairman. Students may be required to take such courses without credit toward the master's degree and at their own expense. This could also apply to additional course work in Speech and/or English whenever necessary.

Further requirements or exceptions applicable to special fields are noted in the departmental statements in this catalog.



**SENIORS** - On recommendation by the Department Chairman and with the approval of the undergraduate Dean and the Dean of the Graduate School, seniors with superior academic undergraduate records may be permitted to enroll in graduate courses. Honor students (overall GPA of 3.5 or better) who have attained senior status have standing eligibility to take courses at the graduate level (500 and 600 series) upon application and that credit so earned apply to the fulfillment of undergraduate degree requirements. Complete applications must be on file in the Graduate School Office and permission secured prior to the opening of the term of enrollment. Credit for graduate courses completed as a senior can be applied to either an undergraduate and a graduate degree at Marshall University but not to both.

**INTERNATIONAL STUDENTS** - International students are admitted to Marshall when they demonstrate proficiency in written and spoken English by the successful completion of the Test of English as a Foreign Language, administered by the Educational Testing Service of Princeton, New Jersey. Information concerning this test can be secured through U.S. Embassies and Consulates throughout the world or by writing to TOEFL, 1755 Massachusetts Avenue, N.W., Washington, D.C. 20036. The English proficiency admission requirement for all international students may be met by any one of the following:

1. TOEFL (Test of English as a Foreign Language)--525 score
2. Michigan Test of English Language Proficiency--82 equated score
3. ELS (English Language School)--Level 9
4. Graduate students having a degree from an accredited English speaking university.
5. Students whose native language is English (England, Canada, New Zealand, Australia, etc.)

Students will be further tested upon arrival at Marshall University for purposes of academic advising. Included are tests in oral and written English, on the basis of which students may be required to take special courses such as English 100A, 101A, and 102A and Speech 240A; Diction for International Students.

The applicant must also file an application for admission and an official transcript of all academic credits and grades in the Office of Admissions. The transcript must be attended. The "Application for Admission to an Educational Institution in the United States" form may be secured by writing to the Director of Admissions, Marshall University, Huntington, West Virginia 25701. International students admitted to the university must have sufficient funds to take care of all expenses.

General information about the role of international students and programs in the university and the community may be secured from the International Student Adviser, Memorial Student Center, Marshall University, Huntington, West Virginia 25701.

**NON-DEGREE ADMISSION** -- Persons who desire university instruction without wishing to become graduate degree candidates may be admitted as non-degree students, provided they present transcripts or diplomas denoting graduation from an accredited undergraduate college or university. Before enrolling in a class, non-degree graduate students must obtain permission from the instructor or dean of the Graduate School. Students wishing to take courses offered by the College of Business must secure approval of the MBA

program adviser. The fees for attendance as a non-degree student are the same as those set for other graduate students. Non-degree enrollment for graduate courses is not available to persons under suspension by the university.

A maximum of 12 semester hours of credit may be taken by a non-degree graduate student. All such graduate students will complete a non-degree application for admission not later than the scheduled time of registration. (Note: Non-degree students holding the Master's Degree or Doctorate Degree from accredited colleges or universities may be allowed to take additional hours by permission of the Dean of the Graduate School.)

Non-degree graduate students may apply later as advanced standing degree students by filing the necessary documents, provided they meet the admission requirements described in the current Marshall University Graduate Catalog. However, work taken as a non-degree student cannot in itself qualify a person for admission as a degree candidate. Only credit approved by the assigned program advisor and the Dean of the Graduate School will be counted toward a degree awarded by the University.

## **ADMISSION TO PROGRAM AND CANDIDACY**

Admission to Graduate School does not guarantee admission to any specific graduate program. Before being accepted into a program the student must meet the requirements of the department to which application is made. If accepted, the student must, in conference with a program adviser, work out an outline of specific requirements which are to be successfully completed before being considered eligible for graduation. This outline should include: (a) the specific courses to be included as requirements, together with any deficiencies to be corrected; (b) the level of competence in basic skills required; (c) research or thesis requirements; and, (d) any other specific department requirements for completion of the program.

In event that a student does not confer with an adviser to outline specific program requirements prior to enrollment in graduate courses, the department may choose to accept or not accept those courses which were taken without consultation with a departmental representative.

Admission to candidacy may be granted by the Dean of the Graduate School at any time that the department determines a student has shown sufficient progress to warrant it, except the student will not be admitted to candidacy in the semester of graduation. To be considered for such admission, the student must have earned a quality point average of 3.0 (B) in all graduate work.

Admission to candidacy does not insure that a student will graduate if the department determines the overall performance is inadequate. Departments may establish procedures for periodic review of a student's progress and communicate the result of such review of the student. If the department determines a student has not made satisfactory progress toward the requirements and goals outlined when the student was accepted into the program, the department may drop the student from the program with the approval of the Graduate Dean.

## **THE ADVISER**

The Graduate Dean assigns each student an adviser from the major department. The adviser assists the student in planning his program for the master's degree. If the student writes a thesis, the adviser or other designated person

directs the student in that work. The adviser serves as chairman of the committee to conduct the student's comprehensive examinations, assembles questions for the written and oral examination and reports the result of the examination to the Graduate School office. Admission to candidacy for the master's degree and admission to the comprehensive examination must have the approval of the adviser. The student should keep in close touch with his adviser during the progress of his work.

## GENERAL REQUIREMENTS FOR MASTER'S DEGREE

A student whose program requires a thesis must earn 32 hours of credit in graduate courses. Of these 32 hours, credit not to exceed 6 hours may be granted for the thesis. If a thesis is not required, the student must complete 36 hours of graduate course work. Students majoring in chemistry must earn 32 hours of graduate credit. Of these 32 hours, no more than 12 hours may be in Chemistry 682, Research, which includes a thesis.

A minimum of 18 hours must be earned in one subject known as a major and a minimum of 6 hours in another subject known as a minor. Courses may be taken in a third closely related field if approved by the adviser. In special teacher-education curriculums, courses may be distributed among several fields with the approval of the adviser.

On recommendation of the department and with the concurrence of the Graduate Dean, the requirement of a minor may be waived.

Graduate courses are numbered 500 to 799. Selected courses with 400 series numbers for undergraduate credit have 500 series numbers for graduate credit. In courses open to both graduate and undergraduate students, graduate students are required to do more work than undergraduates. This includes more extensive reading, research paper, and other individual work. At least one-half of the work counted for the master's degree must be taken in courses numbered 600 to 799.

To receive a master's degree, students must have a scholastic average of not less than 3.0 (B) in all work completed at Marshall University. All grades of C or less are counted in computing averages, but no more than six hours of C and no grades below C may be applied toward the degree. Up to six hours of CR grades may be included within a degree program but they will not affect the quality point computation.

Meeting minimum requirements in hours of credit does not necessarily constitute eligibility for the degree. The work taken must constitute a unified program in the field. It must be completed at a level of competence befitting graduate work.

A course may be counted toward only one graduate degree.

## COMPREHENSIVE EXAMINATIONS

In addition to these general requirements for the master's degree, the department may require that a comprehensive examination be taken under the direction of the Graduate Dean after it appears that the course work in progress will be completed successfully. The examination may be written oral or both. The examination is not solely based upon the specific courses completed, but affords the student an opportunity to demonstrate a broad comprehension and synthesis of the major subject.

The examination is graded and/or conducted by an examining committee



consisting of three graduate faculty selected by the graduate student and his or her graduate adviser, and approved by the Graduate Dean. It is the responsibility of the student and the adviser to obtain the written assent of the graduate faculty to serve on the examining committee. Forms for this purpose are available in the Graduate School Office.

The graduate adviser, who acts as chairman of the examining committee, prepares the questions for the written examination in consultation with other faculty in the subject, and conducts the oral examination. Sample examination questions are on file in each department office, in the Graduate School Office, and in the University Library, and shall be made available to the graduate student.

The grade given on the examination is "pass" or "not pass". The decision on the grade is made by a majority vote of the members of the committee, and forwarded by the chairman to the Graduate Dean on a form provided by the Graduate School Office. If the grade given on the examination is "not pass," there are no restrictions on the number of times the examination may be retaken, except that it may not be retaken in the same semester or summer term.

## **APPLICATION FOR GRADUATION**

Applications for Graduation **MUST** be filed in the Office of the Graduate School **NOT LATER** than the date printed in the calendar of the final term or semester in which the degree requirements will be completed. Forms for applying for graduation may be obtained from the Office of the Graduate School. A receipt for a diploma fee of \$10.00, payable at the Cashier's Office, must be attached to the application before it will be accepted by the Graduate School Office. Students who fail to apply and to pay the diploma fee may not take the final comprehensive examination and will not be included on the graduation lists.

## **THESIS**

### **REGULATIONS GOVERNING THESIS REQUIREMENT**

A thesis in the major field, completed to the satisfaction of the department, may be submitted. The maximum amount of credit that may be earned for the thesis is 6 hours for all departments. Students who will profit more by doing additional course work in lieu of a thesis must earn 36 course hours of credit. The thesis adviser and student are guided by departmental requirements and the student's needs and interests in determining whether he is to write a thesis.

Students in departments other than chemistry register for thesis 681. Chemistry majors register for research 682. The student continues to register for thesis 681 or research 682 in chemistry, and pay tuition for the number of hours per semester as agreed to between the student and the thesis adviser. The thesis adviser reports a mark of PR (progress) for satisfactory work at the end of each term or semester for which the student is registered with the total amount of credit to be allowed. When the thesis is completed, the adviser assigns a grade which applies to all 6 hours earned for the thesis. The student must be registered for thesis during the term in which the thesis is completed. The adviser may report a final grade of F at the end of any semester or term when in his opinion, because of irregular reports or unsatisfactory progress, the student should not be permitted to continue to register for research.



The mark of PR (progress) may be used only in reporting on thesis 681 or research 682 (chemistry). It may not be used in connection with other courses in the Graduate School.

The thesis must be prepared according to the form furnished by the Graduate School Office, or according to guidelines available in the department which have been approved by the Graduate Dean. Three unbound copies of the thesis must be submitted to the adviser and filed with the Dean of the Graduate School by the dates printed in the calendar of the term in which the student intends to graduate. If the student fails to meet these dates, the Graduate Dean may postpone his graduation until the end of the following term. The Graduate School Office has three copies of the thesis bound. Two copies of the bound thesis are deposited in the library. The third bound copy is filed in the major department.

## VALUE AND NATURE OF THESIS

The experience of collecting, assembling and interpreting a body of information for a thesis is essential in developing the capacity to do independent work. This is a primary difference between graduate and undergraduate work. For capable graduate students, preparation of the thesis may be of great value. To be urged to write a thesis is a compliment to one's ability.

The thesis consists of a written interpretation of a body of facts and opinions gained through critical reading and independent study or reports the results of a research project. For teachers, it may be a presentation of a directed learning activity showing the purpose, problems involved, procedure, and effectiveness of the project.

## TIME LIMITATIONS

All requirements for the master's degree must be met within five years from date of enrollment in first course to be used in a graduate degree program, unless an extension in time not to exceed three years is granted by the Graduate Dean. Absence in one of the armed services, long serious illness, or similar circumstances may be regarded as proper reasons for an extension of time. Validation by special examination on credit that is more than five years old is optional with the major department. Outdated courses will not be used in computing quality point averages for graduation.

## PART-TIME GRADUATE STUDENTS

Teachers in service who are doing graduate work are limited in the amount of credit that may be earned by the regulations of the West Virginia Board of Education or by corresponding regulations of other states in which they may be employed.

Graduate students in other employment should limit their schedules in proportion to the time available for graduate study. As a general practice, the maximum graduate load recommended for a student in full-time employment is six hours in a semester or three hours in a five-week summer term.

## TRANSFER OF GRADUATE CREDIT

The Graduate Dean may grant to a student the privilege of transferring to

Marshall University credit earned in graduate course work completed at another accredited graduate institution provided that the courses are appropriate to the student's program and the grades earned are "A", "B", "C" (courses with "C" grades are accepted on the same basis as those taken at Marshall University), or other passing grades deemed acceptable by adviser and dean. The amount of such transfer credit cannot exceed nine semester hours in one field or total more than 12 hours. Graduate credits transferred from other institutions may only be accepted if they are not superannuated toward meeting degree requirements by time limitations.

## **RESIDENCE REQUIREMENT**

Except for transfer credit, all work counted toward a master's degree must be taken in courses offered or approved by the Graduate School of Marshall University. Such courses shall be considered as residence credit whether they are taken on or off the Huntington campus.

## **ADMISSION TO THE GRADUATE SCHOOL FOR OFF-CAMPUS COURSES**

For those students who wish to begin or to complete graduate work in off-campus courses, the same admission and graduation requirements apply as for all other graduate students. Off-campus students who fail to comply with these regulations may be refused admission to the Graduate School or be withdrawn from courses by administrative action of the Graduate Dean.

## **CONTINUING EDUCATION AND CERTIFICATE RENEWAL**

Marshall University, in addition to offering teacher preparation programs, is actively involved in the continuing education of all professional teachers. The West Virginia Board of Education has approved a program of continuing education for all professional teachers and school service personnel. Information relative to a teacher renewing his/her professional certificate is available from the Office of the Dean, College of Education. Please note that the teacher must have prior approval of his/her renewal advisor prior to enrolling in any course which is to be utilized for certificate renewal and/or salary classification.

## **GRADE APPEAL PROCEDURE FOR GRADUATE COURSES AND COMPREHENSIVE EXAMINATIONS**

Students have the responsibility and right to call to the attention of a professor any grade which the student believes to be in error.

Such appeal must be initiated within sixty days of the mailing of grades from the Registrar's Office or notification of comprehensive examination results and must follow the procedure outlined below.

Steps outlined in this procedure should be followed.

1. The student should first have a discussion with the course instructor to determine whether the grade recorded in the Registrar's Office is correct.
2. If the procedure in Step 1 does not have a mutually satisfactory result, either party may appeal to the Department Chairman. The Chairman will attempt to mediate the issue at the departmental level.

3. Should the problem not be resolved at the departmental level, either party may appeal in writing to the Dean of the College in which the course is offered. The Dean will attempt to bring it to a mutually satisfactory solution through mediation.
4. Should the problem not be resolved at the College level either party may appeal in writing to the Chairman of the Academic Planning and Standards Committee who will appoint a Review Committee as a special subcommittee of the Academic Planning and Standards Committee to be constituted as follows:
  - a. Two members of the Academic Planning and Standards Committee, one of whom will serve as chairman.
  - b. The academic dean in whose college the course is offered.
  - c. The Chief Justice of the Student Court.
  - d. A student member of the Student Conduct and Welfare Committee.
5. The full report of the action of the special subcommittee will be sent to the Academic Planning and Standards Committee which will hold further hearings.
6. Further appeal should be to the governing state board in accordance with appeal procedures set up by that body.
7. Initial appeal must be within sixty days of the mailing of grades from the Registrar's Office.
8. This procedure will be effective from the date of adoption by the faculty.

Adopted - General Faculty Meeting, November 11, 1969

NOTE: In the case of graduate students "academic dean" refers to the Dean of the Graduate School. Appeal of a graduate comprehensive examination result may occur only after the second attempt to pass the examination.

## THE GRADUATE RECORD AND OTHER EXAMINATIONS

The Graduate Record Examination Aptitude Test is required of all newly admitted graduate students except those pursuing the MBA degree. The GRE should be taken prior to admission but may be taken during the first semester of enrollment. The MBA students are required to take the General Management Admission Test prior to admission. Advanced Graduate Record Examinations and the National Teacher Examination may be required by specific departmental programs and will be so indicated in the program or departmental description in the catalog.

These examinations will be administered at Marshall University and other testing centers on dates listed in the Office of the Graduate School and the Registrar's Office. The student wishing to take any of these examinations must make proper application and pay the required fees directly to the organization in charge of the examination, which should be notified to send an official copy of the examination scores to the Dean of the Graduate School, Marshall University, Huntington, West Virginia 25701

## RESPONSIBILITY

Students admitted to the Graduate School are assumed to be mature adults and are expected to behave accordingly. The advisory services provided for in the operation of the various graduate programs assist the students. However,



the student alone is responsible for following the procedures and completing the steps required in his program. Failure of an adviser to remind a student of a requirement or deadline date is not acceptable as a basis for waiver of the requirement. Requirements of the Graduate School, both procedural and substantive, may be waived only by written request of the student and must have the written approval of the Graduate Dean.

## RESEARCH

The Graduate School has a particular interest in research by students and faculty. It is the responsibility of the Graduate Dean to promote research by all available means. A Research Board composed of faculty members advises the Dean on such matters. Students and faculty interested in research opportunities or who need assistance in their research activities may contact the Graduate School Office.





## School of Medicine

The School of Medicine offers the degree of Doctor of Medicine.

Marshall University, with the assistance of the Veterans Administration and with the approval of the West Virginia Board of Regents, has established a four year School of Medicine. This School of Medicine is designed in terms of both the curriculum content and method of delivery to give emphasis to the training of primary care specialists, and to promote the development of rural health care delivery systems. Affiliation agreements have been consummated with the Veterans Administration Hospitals in Beckley and in Huntington, St. Mary's Hospital and Cabell Huntington Hospital in Huntington, and other community hospitals in West Virginia.

Information concerning admission may be found in the catalog of the School of Medicine, Marshall University.



# Courses of Instruction

## ABBREVIATIONS

PR: Prerequisite  
 CR: Corequisite  
 REC: Recommended  
 I,II,S: I-Fall semester; II-Spring semester; S- Summer  
 -lec. -lab-lecture and laboratory hours per week (e.g., 2 lec-4 lab-two hours lecture and four hours laboratory per week)

## ACCOUNTING (ACC)

Program and courses to be found under Business (new M.S. program not included).

## ADULT EDUCATION (AE)

The program for the Master of Science Degree with a major in Adult Education is designed to prepare individuals for professional roles in adult education. The student's goals, educational and experiential qualifications, and the nature of adult education are used to select courses for each student's program of graduate study.

The following plan provides a framework for an individualized program of study.

	Hours
Minimum requirements	32-36

1. Adult Education (must include AE 500, 610 and 620)	18
2. Minor field(s)	12

A total of nine hours in a single discipline or 6 hours in each of two disciplines. The minor field(s) should be related to the student's program of studies. Minor fields may be selected in Anthropology, Guidance, Political Science, Media, Language Arts, Library Science, Special Education, or other areas acceptable to the department.

3. Thesis or electives	2-9
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Application for admission to candidacy should be made by the student after the completion of 12 semester hours and before completing 18 semester hours. To be eligible to apply for admission to candidacy the student must possess a 3.0 grade point average in the graduate courses applicable to the degree program. Approval for admission to candidacy will be made by the student's graduate committee which must include the student's adviser and the department chairman. Students must take one of the following for admission to candidacy: GRE, or NTE. Scores on these tests are to be used planning the remainder of the student's graduate program.

4. Prior to graduation the candidate shall pass a written comprehensive examination.	
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### 500. INTRODUCTION TO ADULT EDUCATION.

Designed to acquaint the student with adult education. It is a study of the foundations of and the development of the Adult Education movement in the United States.

### 580-583. SPECIAL TOPICS IN ADULT EDUCATION. 1-4 hrs.

Concentrated study of a special topic in adult education by means of workshops, seminars, or individual study project.

### 600. ADULT BASIC EDUCATION. 3 hrs.

A comprehensive study of ABE in West Virginia and the Nation. This course is designed to give the student a deeper and broader understanding of ABE.

### 610. CHARACTERISTICS OF THE ADULT LEARNER. 3 hrs.

This course is designed to help the student gain a better understanding of the characteristics of adults in general and of certain groups in particular.

### 620. ADULT DEVELOPMENT AND LEARNING.

An examination of adult development and learning, including aspects of physiology, sociology and psychology which have implications for the learning process.

### 630. PROGRAM PLANNING IN ADULT EDUCATION

An examination and application of the process involved in the development, operation, and evaluation of adult education programs in the community.

640. **TRENDS IN ADULT EDUCATION.**  
A seminar designed to examine the trends of the past few decades in adult education with some emphasis on the future and the challenges to be faced.
641. **LITERATURE OF ADULT EDUCATION. 3 hrs.**  
A program of readings, either extensive or intensive, and reports on specific areas in adult education or particular problems within an area of adult education. Readings to be selected cooperatively with advisor.
660. **ADMINISTRATION OF ADULT EDUCATION. 3 hrs.**  
An exploration of the characteristics of administrators and administrative strategies in adult education. Characteristics of an effective AE administrator will be an area of primary concern in the course.
679. **PRACTICUM IN ADULT EDUCATION. 3 hrs.**  
Individually designed to provide field experience under the supervision of the faculty, such experience to be related to the student's project role in adult education.
681. **THESIS. 3-6 hrs.**

## ANTHROPOLOGY

505. **APPLIED ANTHROPOLOGY. 3 hrs.**  
Principles of applied anthropology in community development. (PR: 6 hours of anthropology or sociology or equivalent)
526. **AFRICAN CULTURES. 3 hrs.**  
Comparative analysis of the tribal cultures of Africa. (PR: 6 hours of anthropology, or equivalent)
527. **ETHNIC RELATIONS. 3 hrs.**  
Analysis of cultural contact situations with emphasis on the role of western Europe cultures. (PR: 6 hours of anthropology or equivalent)
530. **THE AMERICAN INDIAN. 3 hrs.**  
Comparative analysis of Indian tribal cultures of the Americas. (PR: 6 hours of anthropology or equivalent)
541. **OCEANIA. 3 hrs.**  
Comparative analysis of the original cultures of the Pacific Islands area. (PR: 6 hours of anthropology or equivalent)
544. **ANTHROPOLOGICAL THEORY. 3 hrs.**  
Introduction to ethnological theory. (PR: 6 hours of anthropology or departmental permission.)
551. **ANTHROPOLOGICAL ANALYSIS. 3 hrs.**  
Examination of the logic of analytical procedures utilized in ethnographic and comparative approaches to anthropological data. (PR: ANT 201, 343, 444)
553. **CULTURE AND PERSONALITY. 3 hrs.**  
Analysis of the relations between cultural, social and personality systems. (PR: 6 hours of sociology or anthropology, 6 hours of psychology or equivalent)
555. **APPALACHIAN CULTURE I. 3 hrs.**  
Analysis of the Culture of Appalachia from the beginning to 1870. (PR: 6 hours of anthropology or departmental permission)
556. **APPALACHIAN FIELD EXPERIENCE I. 3 hrs.**  
Supervised field work in an Appalachian community studying the social and cultural characteristics of the area. Four afternoons each week plus one class hour. (PR: Anthropology 455, or equivalent)
557. **APPALACHIAN CULTURE II. 3 hrs.**  
Analysis of culture changes in Appalachian from 1870 to the present (PR: Anthropology 555)
558. **APPALACHIAN FIELD EXPERIENCE II. 3 hrs.**  
Supervised field work in an Appalachian community studying the social and cultural characteristics of the area. Four afternoons each week plus one class hour. (PR: Anthropology 555, 556, 557)
- 581-582. **INDEPENDENT STUDY. 2-4; 2-4 hrs.**  
Individual study of topics not offered in regularly scheduled classes. (PR: Graduate status and permission)
- 583-584. **SPECIAL TOPICS. 2-4; 2-4 hrs.**  
Study of topics of interest not covered in regularly scheduled classes. (PR: Graduate status and permission)



## ART (ART)

Applicants for admission to the graduate program should have adequate preparation in art. A portfolio or colored slides of previous art work, to be evaluated by the Art Department faculty, is required. Applicants revealing studio deficiency may be required to do additional work in the area of weakness. The quality of the student's work is reviewed by the faculty when application for admission to candidacy is made. The student must complete 18 hours after admission to candidacy. The student is encouraged to include three (3) hours of drawing in his program.

A thesis is optional. Six hours of electives may be used as a studio minor. Prior to graduation, the candidate shall exhibit creative work achieved during the program of study and pass a written comprehensive examination.

Course requirements	hours
Minimum	32-36
Studio major in painting, sculpture, printmaking, drawing, ceramics or weaving	15-21
Art history	6
Seminar	3
Electives in related courses	6

### 501-502. HISTORY OF ART. 3; 3 hrs. I or II or S.

A survey of the development of architecture, sculpture, painting and the minor arts to 1400 A.D. and from 1400 A.D. to present.

### 503. ORIENTAL ART. 3 hrs. I or II or S.

A historical survey of the architecture, painting, and sculpture of China, India and Japan.

### 504. 20th CENTURY ART. 3 hrs. I or II or S.

A survey of the development of architecture, painting and sculpture in the western world during the present century.

### 505. ART IN AMERICA. 3 hrs. I or II or S.

A survey of the development of architecture, painting, and sculpture from colonial times to the present.

### 506. FIGURE DRAWING. 3 hrs. I or II or S.

Practice in drawing from the posed human figure.

### 507. PREHISTORIC AND PRIMITIVE ART. 3 hrs. I or II or S.

An introduction to the unique Arts of so-called precivilized peoples with a two-fold emphasis: First, the European Pre-Historic, Second, the Non-European Primitive.

### 509. NINETEENTH CENTURY ART. 3 hrs. I or II or S.

A survey of the development of architecture, painting, and sculpture in the western world during the last century.

### 555-556. PAINTING: ACRYLIC AND OIL. 3; 3 hrs. I, II, S.

Study and practice of painting in expressing still life, landscape and the human figure.

### 570. GRAPHIC PROCESSES. 3 hrs. I, II, S.

Experiments in the media of Intaglio, Lithography, Serigraphy, Relief, Collagraphs and new techniques of printmaking.

### 601. ADVANCED PROBLEMS IN ART EDUCATION (GRADES K-12).

3 hrs. I, II, S.

For graduate students with limited experience in the arts and crafts wishing to familiarize themselves with methods and materials used in art education.

### 602. CURRENT PROBLEMS IN ART. 3 hrs. I or II or S.

### 604-605. MURAL TECHNIQUES. 3; 3 hrs. I or II or S.

### 650-651-652-653-654-655-656. SPECIAL TOPICS OR PROJECTS IN ART.

3; 3; 3; 3; 3; 3 hrs. I, II, S.

The student will select special studies from art education, art history, drawing, painting, sculpture, ceramics, graphics, and other related approved projects.

### 670. SEMINAR. 3 hrs. I, II, S.

Readings and reports in selected areas of art education.

### 679. PROBLEM REPORT. 1-3 hrs. I or II or S.

### 681. THESIS. 1-6 hrs. I or II or S.

## BIBLE AND RELIGION (BR)

The Department of Bible and Religion offers a minor field of study which is open to majors in all fields.

### 518. DEVELOPMENT OF RELIGIOUS IDEAS. 3 hrs.

A study of the primary sources of religious thought in western culture.

### 519. RELIGIOUS THOUGHT IN THE WESTERN WORLD. 3 hrs.

An analysis of the major schools of religious thought as they have developed in the west.



520. **RECENT AND CONTEMPORARY RELIGIOUS THOUGHT. 3 hrs.**  
A survey of the major currents of religious thinking in the twentieth century.
530. **ORIGIN AND TRANSMISSION OF THE BIBLE. 3 hrs.**  
A study of the history of the canonization, textual transmission, and translation of the Bible.
550. **SOCIOLOGY OF RELIGION. 3 hrs.**  
An investigation into the nature of religion as a social phenomenon.
- 590-591. **SPECIAL TOPICS. 1-4; 1-4 hrs.**

### BIOLOGICAL SCIENCES (BSC)

The Master of Arts or the Master of Science degree with a major in the biological sciences is preparation for teaching and research and for positions in public health, food sanitation, governmental and industrial biology, biological technical sales, conservation, game and wildlife management, part naturalist, genetics, pest control, and microbiology.

The Master of Science degree requires the submission of an acceptable thesis. The Master of Arts degree will be awarded to students electing the non-thesis option.

The Graduate Record Examination in Biology is required of all students and must be taken prior to or during the student's first registration. The subscores will be used for program planning.

Admission to the graduate program in the biological sciences will depend upon the student's admission to the Graduate School and acceptance by the department.

The student will select a tentative graduate program in consultation with a Committee on Graduate Studies which will assist the student in the selection of a graduate committee consisting of three faculty members including the thesis adviser who will serve as chairman of the committee. During the semester in which the student is completing his 12th semester hour of work, the student will apply for candidacy. The student's graduate committee will determine admission to candidacy and will assist in the planning of the remainder of the program.

Graduate students must have adequate knowledge in both plant and animal sciences. Students who are admitted to the program with a concentration in one of these fields and with little work in the other are expected to diversify their studies in the biological sciences. This diversification should begin early in the graduate program.

Theses must conform to the guidelines established by the Graduate School and the department. The maximum amount of credit that may be earned for the thesis is six hours. It must be completed and submitted to the department and to the Graduate School by the dates specified in the University Calendar. Students electing the thesis option must complete at least thirty-two hours of graduate work including the thesis.

Students who elect the non-thesis option must complete a minimum of thirty-six hours of graduate work.

Each candidate must submit three hours of work in seminar.

At least six hours of graduate work must be completed in a minor field. The department may recommend to the Graduate Dean that the minor requirement be waived.

Upon the completion of the course requirements and of the thesis (if the thesis option is selected), the candidate must pass a comprehensive oral examination.

501. **ICHTHYOLOGY. 3 hrs. II, S.**  
Anatomy, physiology, ecology, zoogeography, economic importance and classification of major groups and representative local species of fishes. 2 lec-2 lab and field. (PR: BSC 102, ZOO 214 or 302)
503. **BIOLOGICAL MICROTCHNIC. 3 hrs. I.**  
Principles and methods of fixing, imbedding, sectioning and staining of plant and animal preparations. Methods for identification and localization of cellular components. Introductory photomicrography. 1 lec.-4 lab.
504. **CELLULAR PHYSIOLOGY. 4 hrs. I, II, S.**  
The physio-chemical nature of intracellular processes in plant and animal cells with emphasis on the functional significance of microscopic and submicroscopic structure and organization. (Rec: Background in biological sciences, chemistry and physics)
505. **ECONOMIC BOTANY. 3 hrs. I, S.**  
Plants used by man for food, ornamental purposes, building materials, textiles and other industrial purposes: economic importance of conservation. No laboratory.
506. **HERPETOLOGY. 3 hrs. II, S.**  
A survey of the reptiles and amphibians of the world with special emphasis placed on forms resident to West Virginia aspects of zoogeography, anatomy, taxonomy, and behavior. 2 lec-2 lab. (PR: BSC 102, ZOO 214)
507. **GENETICS. 4 hrs. II, S.**  
The fundamental principles and mechanisms of inheritance. 3 lec-2 lab.

508. **ORNITHOLOGY. 3 hrs. II, S.**  
Identification, distribution, migration and breeding activities of birds. 2 lec-2 lab.
509. **MAMMALOLOGY. 3 hrs. I, S.**  
A study of the structural features, evolution and classification of the mammals; other topics will include ecology, zoogeography, behavior, reproductive strategies, physiological adaptations to extreme environments and economic aspects. 2 lec-2 lab. (PR: BSC 102, ZOO 214 or 302. Rec: ZOO 407)
513. **PRINCIPLES OF ORGANIC EVOLUTION. 3 hrs. II, S.**  
The facts and possible mechanisms underlying the unity and diversity of life with emphasis on Neo-Darwinian concepts of the role of species in evolutionary phenomena.
514. **ENTOMOLOGY. 4 hrs. I, S.**  
Entomology, anatomy, physiology, identification, classification, life histories and economic importance of representative insect groups. 2 lec-4 lab.
515. **PLANT MORPHOLOGY. 4 hrs. I, II, S.**  
Characteristics of the great plant groups. Discussion of the important steps in the development of plants. 2 lec-4 lab.
516. **PLANT TAXONOMY. 4 hrs. I, II, S.**  
Identification and classification of seed plants and ferns of eastern United States. Readings in history and principles of taxonomy, rules of nomenclature and related topics. 2 lec-4 lab.
518. **MYCOLOGY AND PLANT PATHOLOGY. 4 hrs. I.**  
Nature, cause and control of plant diseases. 2 lec-4 lab.
519. **PLANT ANATOMY. 3 hrs. II, S.**  
Investigations in plant anatomy. 2 lec-2 lab.
520. **PLANT PHYSIOLOGY. 4 hrs. II, S.**  
Experimental study of plant life processes to include applicable biophysical and biochemical principles. 2 lec-4 lab.
524. **ANIMAL PARASITOLOGY. 4 hrs. I, S.**  
Morphology, life histories, classification, and host relationships of common parasites. 2 lec-4 lab. (Rec: Zoology 212 or equivalent)
526. **MEDICAL ENTOMOLOGY. 4 hrs. II, S.**  
The characteristics and control of certain insects and other arthropods which transmit disease-causing organisms. 2 lec-4 lab. (Rec: Zoology 212 or equivalent)
530. **PLANT ECOLOGY. 4 hrs. I, II, S.**  
The interrelationships of plants and animals with emphasis on plants and environmental relationships. Local and world biotic communities. 2 lec-4 lab. (PR: Botany 416, BSC 516 or permission)
531. **LIMNOLOGY. 4 hrs. I, S.**  
The study of inland waters; ecological factors affecting lake and stream productivity and various aquatic communities. 2 lec-4 lab.
542. **ADVANCED MICROBIOLOGY. 4 hrs. I, S.**  
An advanced treatment of microbiology with emphasis on the molecular aspects of anatomy, taxonomy, and physiology of microorganisms. 2 lec-4 lab.
582. **CONSERVATION OF FORESTS, SOIL AND WILDLIFE. 3 hrs. I, S.**  
Primarily for teachers in the biological sciences, general and applied sciences. Includes fieldwork, seminars, and demonstrations related to conservation. 2 lec-4 lab.
583. **HISTORY AND DEVELOPMENT OF SCIENTIFIC THOUGHT. 3 hrs. II, S.**  
A study of men who have influenced science; their ideas; the philosophy of their periods; and the conditions leading to scientific advancement.
601. **VERTEBRATE EMBRYOLOGY. 4 hrs. I, S.**  
Vertebrate development based on frog, chick and pig embryos. 2 lec-4 lab.
608. **PLANT PHYSIOLOGY: GROWTH AND DEVELOPMENT. 4 hrs. II, S.**  
Comprehensive advanced study of correlative growth in plants with emphasis on germination, dormancy, growth substances and physiological phenomena associated with phases of development. (PR: Cellular physiology (504) or equivalent)
- 620-621-622. **TAXONOMY OF VASCULAR PLANTS. 1-2 hrs. II.**  
Field studies in the taxonomy of higher plants. (Limited to 4 hours credit per student).
625. **ADVANCED PHYSIOLOGY. 4 hrs. II, S.**  
Lecture, current literature and introduction to research in physiological systems. 3 lec-3 lab.
626. **PROTOZOOLOGY. 4 hrs. (Offered every third semester)**  
A study of free-living and parasitic protozoa important to agriculture, wild-life, and man. Morphology, physiology, reproduction, ecology, and life histories of parasitic protozoa will be emphasized.
631. **ANIMAL ECOLOGY. 4 hrs. I, S.**

A study of population and behavior ecology; community dynamics and field techniques. 2 lec-4 lab.

650-651-652. **SPECIAL PROBLEMS.** 1-3; 1-3; 1-3 hrs.

By permission of adviser.

660. **SEMINAR.** 1 hr.

Seminar presentation not required. CR/NC

661-662. **SEMINAR.** 1; 1 hrs.

679. **PROBLEM REPORT.** 1-3 hrs.

681. **THESIS.** 1-6 hrs.

By permission of adviser.

## BIOMEDICAL SCIENCES

The Basic Science Departments of the School of Medicine offer conjointly a program leading to the M.S. degree in Biomedical Sciences.

Applicants for the program must satisfy the minimum admission requirements established by the Graduate School. In addition they should have one year of collegiate preparation in each of the following: general biology, general physics and chemistry including general and organic chemistry. Although calculus and physical chemistry are not general requirements for admission to the program, they may be required by certain departments since physical chemistry is a prerequisite to advanced course work in certain areas of concentration. The applicant must also submit Graduate Record Examination scores (General Aptitude and Advanced Test Scores) along with three letters of recommendation.

The degree of Master of Science in Biomedical Sciences requires a minimum of 36 hours of course work. Each candidate must specialize in one of the following area: Anatomy, Biochemistry, Microbiology, Physiology or Pharmacology. In addition the student must have at least four hours of credit in each of two other medical science areas. All students will be required to take Cellular and Molecular Biology, Applied Statistics, Introduction to Research, and Seminar. The remaining credit hours necessary to meet the 36 hours requirement will be chosen from graduate course offerings with the concurrence of the student's advisory committee.

## DOCTOR OF PHILOSOPHY IN BIOMEDICAL SCIENCES

The Doctor of Philosophy Degree in the Biomedical Sciences is given in cooperation with West Virginia University. The work for this degree is done on the Marshall University Campus with the degree being awarded by West Virginia University.

**Admission.** Students who wish to enroll in the Doctor of Philosophy Degree Program must apply for admission through the Graduate School of West Virginia University and must contact the Marshall University Graduate School. They must meet the admission requirements of the West Virginia University Graduate School, the Marshall University Graduate School and the Graduate Study Committee of the Marshall University School of Medicine.

**Foreign Language Requirement.** Individual disciplines may require a student to demonstrate a proficiency in one or more foreign languages.

**Course Requirements.** Students who are admitted to the program must have completed the course work requirements for the Marshall University Master of Science Degree in Biomedical Science or have equivalent experience. This includes Cellular and Molecular Biology, Statistics, and one basic course offering in each of three different basic medical science departments. Seminar and Introduction to Research are required along with special area courses for a minimum of thirty-six credit hours. Additional course work may be recommended by the candidate's advisor with the approval of the doctoral committee. Doctoral students will also be expected to participate in seminar while in residence and complete a research project which will result in a dissertation.

**Candidacy.** Admission to candidacy is accomplished by successfully passing a candidacy examination which will consist of both written and oral portions submitted by the student's advisory committee. Should the student fail the examination, he or she may be required to repeat all or part of the examination, or may be dismissed from the program by the Graduate Dean, on the recommendation of the student's advisory committee.

**Residence.** The doctoral program will normally require 2½ to 3 years of full-time graduate work beyond the M.S. Degree. This must include a minimum of two semester of residence in full-time graduate study at Marshall University. In addition, all doctoral students in this program, regardless of receipt of financial assistance must participate in the teaching and research programs as an integral part of their advanced training.

**Time Limitation.** Requirements for the degree of Doctor of Philosophy in the Biomedical Sciences must be completed within seven years.



## BIOMEDICAL SCIENCE (BMS)

600. **CELLULAR AND MOLECULAR BIOLOGY. 3 hrs. I.**  
A study of the molecular biology of the cell and its organelles, cell interactions and evolution. (PR: One year of Biology and Organic Chemistry and consent of instructor)
679. **SPECIAL PROBLEMS. 1-3 hrs.**  
Intensive study of a selected topic or problem. Emphasizes independent study. (PR: Consent of advisor)
680. **SEMINAR. 1 hr. I, II.**  
Study and discussion of current topics related to the Biomedical Sciences.
681. **THESIS. 1-6 hrs.**
685. **INTRODUCTION TO RESEARCH. 3-6 hrs.**  
Directed research activities requiring a completed prospectus for an advanced research project, a written report, or a research thesis. A minimum of three (3) hours required for all M.S. candidates. (PR: Consent of instructor)

## ANATOMY (ANA)

- 620-621. **GROSS ANATOMY. 4; 4 hrs. I, II.**  
A course centered about dissection of the human body in the laboratory. Lectures are designed to guide the student and stimulate him toward independent effort. (PR: Consent of instructor)
624. **MICROSCOPIC ANATOMY AND ULTRASTRUCTURE. 4 hrs. I.**  
An in-depth study of the microanatomy and fine structure of human tissues, specifically designed for graduate students through special laboratories, lectures, and seminars. (PR: Consent of instructor)
626. **ADVANCED HISTOLOGICAL TECHNIQUES. 4 hrs.**  
Advanced theories and techniques of tissue preparation, staining, and histochemistry. (PR: Consent of instructor)
628. **ANATOMY OF THE NERVOUS SYSTEM. 4 hrs. II.**  
The gross and fine structure of the nervous system is correlated with function at each level of the spinal cord and brain. Lectures are supplemented in the laboratory by the study of microscopic sections and gross sections of the spinal cord, brain stem and whole brain. (PR: Consent of instructor)
632. **PRINCIPLES OF MAMMALIAN DEVELOPMENT. 3 hrs. I.**  
A lecture course designed to present the salient features of normal human development so that students will have a basis for comprehending normal adult anatomic relations and variations, and a basis for interpreting congenital pathologic conditions. (PR: Consent of instructor)

## BIOCHEMISTRY (BIC)

620. **HUMAN BIOCHEMISTRY. 5 hrs. I.**  
A study of structure and metabolism of biological compounds with special reference to the human. (PR: Organic chemistry and consent of instructor)
624. **HUMAN BIOCHEMICAL GENETICS. 3 hrs. I.**  
A study of inborn errors of metabolism, their detection and treatment. Clinical material will be presented and students will be expected to critically evaluate current literature. (PR: Consent of instructor)
630. **RADIOISOTOPE METHODOLOGY. 3 hrs. II.**  
A study of the methodology of radioisotopes and ionizing radiation, means of detecting radiation, preparation of biological samples for radioassay, sources of error in assay and radiation safety. (PR: Consent of instructor)
632. **NUTRITIONAL BIOCHEMISTRY. 2 hrs. II.**  
A study of nutrition with emphasis on biochemical mechanisms of nutrition requirements. (PR: A course in Organic and Biochemistry and consent of instructor)
634. **LIPID BIOCHEMISTRY. 2 hrs. II.**  
Advanced study of lipid structure and metabolism. (PR: Biochemistry and consent of instructor)
636. **ENZYMOLGY. 3 hrs. I.**  
A study of enzyme function, including purification, assay, kinetics, inhibition, Ph, temperature effects, active site probes, subunit studies, isotope effects, allosterism, and mechanisms. Current literature will be discussed.
638. **NUCLEIC ACIDS AND PROTEIN SYNTHESIS. 3 hrs. II.**  
An advanced course in molecular biology and molecular genetics emphasizing current research in these areas. (PR: Biochemistry and consent of instructor)



## MICROBIOLOGY (MCB)

**620. PRINCIPLES OF MEDICAL MICROBIOLOGY. 5-7 hrs. I.**

The study of microorganisms, immunobiology, immunologic diseases, host resistance and the means by which diseases are produced and prevented. (PR: Organic Chemistry, General Microbiology and consent of instructor)

**625. ADVANCED VIROLOGY. 3 hrs.**

Description of Bacteriophage and in depth study of animal viruses, detailing modes of replication and mechanisms of viral nucleic acid and protein synthesis.

**630. MICROBIAL GENETICS. 3 hrs.**

Analysis of concepts and techniques in microbial genetics through evaluation of current research. Emphasis will be on genetic engineering, transfer of genetic information and phage genetics.

## PATHOLOGY (PTH)

**620-621. HUMAN PATHOLOGY. 6; 6 hrs.**

General principles of pathology, systemic pathology, and holistic integration with laboratory medicine and autopsy-clinical-and-cytologic material.

## PHARMACOLOGY (PMC)

**620. MEDICAL PHARMACOLOGY. 5 hrs.**

An introduction to the basic concepts of drug actions and therapeutic principles governing drug therapy. Emphasis is placed on general mechanisms, therapeutic uses and toxicity of prototypic drugs. (PR: Biochemistry and Physiology desirable; consent of instructor)

**625. DRUG METABOLISM. 3 hrs.**

Topics will include a discussion of the metabolizing enzymes, enzyme induction and inhibition, toxic metabolites, prodrugs, metabolic disorders and analytical methods for studying drug metabolism.

**630. CHEMICAL ASPECTS OF PHARMACOLOGY. 3 hrs.**

An introduction to the chemical principles of pharmacology. The chemical classification, acid-base chemistry and stereochemical properties of drugs and the reactivity of drugs with biological systems will be discussed.

## PHYSIOLOGY (PHS)

**629. MAMMALIAM PHYSIOLOGY. 6 hrs. II.**

A study of mammalian systems including pulmonary, renal, cardiovascular, gastrointestinal, endocrinological and nervous systems. Emphasis will be placed on homeostatic mechanisms and on experimental approaches to physiology. (PR: Consent of instructor)

**630. EXPERIMENTAL PHYSIOLOGY. 1 hr. II.**

A laboratory course in mammalian physiology which includes instruction in surgical preparation, bioinstrumentation technique and open-chest surgery in dogs. (PR: PHS 629. This course may be taken concurrently with 630)

**631. PHYSIOLOGY PRACTICUM. 2 hrs. II.**

Experience in laboratory instruction of medical and graduate students in the mammalian physiology laboratory. (PR: PHS 630 and consent of instructor)

**632. PHYSIOLOGY OF SLEEP. 1 hr.**

Detailed examination of changes in EEG, EMG, cardiorespiratory function and ocular motility during sleep. (PR: PHS 629)

**634. ADVANCED NEUROPHYSIOLOGY. 1-2 hrs.**

Bioelectric potentials. A.C. and D.C. potentials, transcortical potentials, E.E.G., corneo-retinal potential, blood-CSF potential, etc. (PR: PHS 629)

**636. ADVANCED RESPIRATORY PHYSIOLOGY. 1-2 hrs.**

Neural control of respiration with emphasis on bio-feedback regulation. (PR: PHS 629)

**638. ADVANCED CARDIOVASCULAR PHYSIOLOGY. 1-2 hrs.**

Advanced Cardiovascular Physiology. (PR: PHS 629)

**640. ADVANCED RENAL AND ELECTROLYTE PHYSIOLOGY. 1-2 hrs.**

Advanced Renal and Electrolyte Physiology. (PR: PHS 620)

## BUSINESS (ACC, CIS, FIN, MGT, MKT, OAD)

Marshall University, through its Graduate School and College of Business offers the Master of Business Administration degree and the Master of Arts degree with a major in Business Education.

### MASTER OF BUSINESS ADMINISTRATION PROGRAM

Qualified candidates are given an excellent opportunity to earn the Master of Business Administration degree. In keeping with its purpose of providing professional preparation and foundation, the M.B.A. program gives emphasis to building a strong fundamental framework and the development of skills in managerial problem-solving and decision-making.

In addition, a degree of specialization is provided for the student through his selection of an area of concentration. To this end, programs are prepared on an individual basis in an attempt to accomplish the student's professional objectives.

### PROGRAM DESIGN

Business policies and procedures, reflecting rapid advanced in technology, are subject to change over time. Methods and practices in current use may be totally inadequate for coming decades. For this reason, greater emphasis is placed on sound general principles and decision-making techniques which provide a base for continuous learning.

To accomplish this purpose the program involves:

1. A series of business foundation courses which enable the student to continue his professional development. The foundation courses required will be determined in consultation with the MBA director.
2. A broad study of functional areas of business and their inter-relationships, with emphasis on application of knowledge, concepts, and analytical methods for problem-solving.
3. Elective subject matter areas to provide for each candidate's specific professional objectives. Within the framework of the basic program, each candidate has considerable choice in selecting an area of professional concentration. Areas currently offered are: accounting, marketing, finance, and management.

The program may be completed in one calendar year, attending on a full-time basis and depending on the candidate's previous training.

The M.B.A. program includes

	Hours
Business foundation courses required as determined by the M.B.A. director	0-21
Functional studies	24
Specialization	6
Electives or thesis (with prior permission of Department Chairman)	6
	36-57

The University reserves the right, even after the arrival and enrollment of students, to make individual curricular adjustments whenever particular deficiencies or needs are found. These deficiencies will be determined by the major program director or department chairman. Students may be required to take such courses without credit toward the master's degree and at their own expense. This will apply to additional course work in Speech and/or English whenever necessary. Students must consult with the M.B.A. director prior to registration each semester.

### ADMISSION TO THE M.B.A. PROGRAM

Admission to the Graduate School is the first step. The second action required is admission to the MBA program or classes. Each applicant is required to submit the Graduate Management Test (GMAT) score before enrolling in the M.B.A. program. Decisions on applications for admission to the M.B.A. program shall be based upon a careful consideration of the applicant's total record, including undergraduate grade point average, scores on the GMAT, and the graduate grade point average earned prior to enrollment in M.B.A. courses.

The minimum requirement for admission is a score of 950 computed by multiplying the undergraduate grade point average by 200 and by adding the GMAT score. Undergraduate preparation in business administration is not a prerequisite for admission to the program; however, students must complete the prerequisite foundation courses before enrolling in M.B.A. classes.

Students whose undergraduate major is not in business administration and those who received the baccalaureate degree from a college or university not accredited by a regional accrediting

association within the U.S. will be required to complete the Foundation courses as specified in the catalog and take the GMAT before enrolling in Graduate Courses leading to the M.B.A. degree.

## ADMISSION TO CANDIDACY

A student must be admitted to candidacy for the degree of Master of Business Administration. The requirements for such admission are the completion of the necessary foundation courses and a minimum of four (4) functional studies courses, with an average of 3.0 or higher.

Upon completion of these requirements students are expected to apply for candidacy.

## TRANSFER OF COURSES

Only a student who has been admitted to candidacy may request the transfer of a graduate course taken at some other accredited institution. Such a request may be granted if the course taken is similar to a graduate course in business administration offered by Marshall University, and was passed with a grade of "B" or better. No student may transfer more than 12 semester hours of graduate course work, nor more than nine (9) semester hours in one field. Graduate credits transferred from other institutions may only be accepted if they are not superannuated toward meeting degree requirements by time limitations.

Evaluation of transfer credit is made by the M.B.A. Advisor in consultation with the Department Chairperson in the field in which the student has completed the course work. The student may be requested to present course descriptions and course textbooks to facilitate the evaluation.

Once the student has been admitted to the M.B.A. program and has begun a program of study, he may take courses and transfer credits with a grade of "A" or "B" from another university only if he is authorized to do so by the M.B.A. Advisor prior to registration for graduate study at another university.

## DEGREE REQUIREMENTS

1. Each candidate is required to complete from thirty-six to fifty-seven semester hours depending upon previous training and educational background. Each candidate must exhibit competence in the functional studies and in the area of specialization by satisfactory completion of designated courses with a quality point average of 3.0 (B).

2. Candidates must pass a comprehensive, written examination which will normally be given each semester or term.

## COURSE REQUIREMENTS

### BUSINESS FOUNDATION COURSES

It is to be expected that students applying for admission to the M.B.A. degree program will hold different undergraduate degrees and have diverse backgrounds. Students can be accepted into the program by submitting GMAT scores and by completing business foundation courses designed to prepare them for graduate level courses in the College of Business. Generally, these business foundation courses are:

	Hours
Management 320-Principles of Management .....	3
Finance 323-Principles of Finance .....	3
Marketing 340-Principles of Marketing .....	3
Management 500-Analytic Methods and Techniques .....	3
Accounting 510-Financial Accounting .....	3
Economics 300-Survey of Economics .....	3
Management 460-Business Policy .....	3

### FUNCTIONAL STUDIES

All students are required to take the following courses:

	Hours
Management 601-Quantitative Controls in Business .....	3
Accounting 613-Profit Planning and Controls .....	3
Finance 620-Financial Management .....	3
Management 672-Theories of Administration .....	3
Marketing 682-Advanced Marketing Management .....	3
Finance 691-Government and Business Relationships .....	3
Economics (graduate courses) .....	6



## AREAS OF SPECIALIZATION

The student must select six hours in one of the five areas of specialization. Six additional elective hours must be selected from any of the specialization areas, from some area outside the College of Business (with advisory approval), or a thesis may be written.

### ACCOUNTING SPECIALIZATION:

	Hours
Accounting 612-Accounting Functions in Business . . . . .	3
Accounting 614-Theory of Accounting . . . . .	3
Accounting 615-Auditing Theory and Practice . . . . .	3

### FINANCE SPECIALIZATION:

	Hours
Finance 625-Financial Problems in Business . . . . .	3
Finance 626-Security Analysis and Portfolio Management . . . . .	3
Finance 627-Financial Institutions and Markets . . . . .	3

### MANAGEMENT SPECIALIZATION:

	Hours
Management 673-Problems in Personnel Management . . . . .	3
Management 674-Administrative Policies and Planning . . . . .	3
Management 675-Problems in Labor-Management Relations . . . . .	3

### MARKETING SPECIALIZATION:

	Hours
Marketing 683-Advanced Marketing Research . . . . .	3
Marketing 685-Marketing Problems . . . . .	3
Marketing 687-Seminar in Marketing . . . . .	3

### MARKETING SPECIALIZATION (Transportation Option):

	Hours
Marketing 688-Advanced Transportation . . . . .	3
Marketing 689-Advanced Physical Distribution . . . . .	3

## ACCOUNTING (ACC)

### 510. FINANCIAL ACCOUNTING. 3 hrs.

Principles, concepts, and problems underlying the evaluation, recording, analysis and interpretation of accounting data. Required of all candidates who have had little or no undergraduate background in accounting.

### 612. ACCOUNTING FUNCTIONS IN BUSINESS. 3 hrs.

The meaning, uses, and limitations of the historical and projected quantitative data produced by the accounting process. Emphasis is given to the utilization of accounting information: (1) by marketing, production, and financial executives in planning and controlling business operations and (2) by investors, creditors, governmental agencies, and other external groups having an interest in the operating results and financial position of business firms. (PR: ACC 510 or equivalent)

### 613. PROFIT PLANNING AND CONTROLS. 3 hrs.

Determination, analysis, and reporting of data for planning and controlling operations. Includes flexible budgets, standard costs, and systems of determining historical costs. (PR: MGT 500 and ACC 510 or equivalent)

### 614. THEORY OF ACCOUNTING. 3 hrs.

History and development of accounting principles; intensive study of theoretical problems related to determination of income and presentation of financial conditions. (PR: ACC 510 or equivalent)

### 615. AUDITING THEORY AND PRACTICE. 3 hrs.

Legal and social responsibilities of the auditor. Verification of financial statements by independent public accountants and internal auditors. (PR: ACC 510 or equivalent)

### 650-651. SPECIAL TOPICS. 1-3, 1-3 hrs.

(PR: Permission of the department chairman)

### 681. THESIS. 1-6 hrs.

## COMPUTER AND INFORMATION SCIENCES (CIS)

510. **DIGITAL ELECTRONICS. 3 hrs.**  
An introduction to the components, logic systems, design and operation of digital devices. 1 lec-4 lab.
511. **MICROPROCESSORS AND INTERFACING. 3 hrs.**  
Digital data-components, construction and collection using microprocessor and controller-based computer systems. 1 lec-4 lab.
514. **THE USE OF COMPUTERS IN RESEARCH I. 3 hrs.**  
An introduction to a programming language and statistical computer package with special projects to suit the students' needs. The general, but not complete, orientation will be toward the physical science applications. Not open to students with Computer Science degrees. (PR: A college statistics course)
515. **THE USE OF COMPUTERS IN RESEARCH II. 3 hrs.**  
An introduction to a programming language and statistical computer package (both different from CIS 514) with special projects to suit the students' needs. The general, but not complete orientation will be toward the social science applications. Not open to students with Computer Science degrees. (PR: A college statistics course)

## FINANCE (FIN)

620. **FINANCIAL MANAGEMENT. 3 hrs.**  
An examination of business corporations practicing at the level of the individual firm with emphasis on quantitative analysis of the variables which affect liquidity and profitability. (PR: Finance 323 or equivalent)
625. **FINANCIAL PROBLEMS IN BUSINESS. 3 hrs.**  
Recognizing and solving financial problems through the use of case presentations and/or corporate annual and interim reports. (PR: Finance 620)
626. **SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT. 3 hrs.**  
Analytical procedures used by institutional portfolio managers to measure both past performance of holdings and anticipated market performance of current offerings. Emphasis in this course may be expected to be more centralized in the area of fundamental analysis. (PR: Finance 620 or permission)
627. **FINANCIAL INSTITUTIONS AND MARKETS. 3 hrs.**  
An in-depth study of the flow of funds in the aggregate financial systems, with emphasis on those in the United States. Because interest rates, and bank reserve requirements of Federal Reserve System are all dynamic in character, the content of this course may be expected to vary as financial events of the future dictate. (PR: Finance 620 or permission)
- 650-651. **SPECIAL TOPICS. 1-3; 1-3 hrs.**  
(PR: Permission of the department chairman.)
681. **THESIS. 1-6 hrs.**
691. **GOVERNMENT AND BUSINESS RELATIONSHIPS. 3 hrs.**  
Emphasis is placed on preparing business executives for dealing with increasingly complex problems of the firm in its relationships with government at both state and federal levels. Applies case analysis to the broad categories of antitrust, mergers, trade regulation and administrative agency regulation.

## MANAGEMENT (MGT)

500. **ANALYTICAL METHODS AND TECHNIQUES. 3 hrs.**  
Provides competency in some of the basic quantitative skills necessary for analytical work in business administration. Required of all candidates who have had little or no undergraduate background in mathematics.
601. **QUANTITATIVE CONTROLS IN BUSINESS. 3 hrs.**  
Techniques of systems design, uses of electronic computers, management problems concerned with data processing, and significance for decision-making. Includes Fortran, matrix algebra, linear programming, decisions under uncertainty, and game theory. (PR: Calculus or equivalent.)
- 650-651. **SPECIAL TOPICS. 1-3; 1-3 hrs.**  
(PR: Permission of the department chairman.)
672. **MANAGEMENT THEORY AND OPERATION. 3 hrs.**  
The focus of study is the administration of the business firm from the point of view of top management, involving the formulation and administration of policy, the integration of internal operations with each other and the environment, the diagnosis of

executive and organizational problems, the evaluation of business risks and strategy alternatives, the development of long range plans and programs, the means of organization and executive control, and the evaluation of administrative strategy for the business corporation. (PR: Management 320 or equivalent)

673. **PROBLEMS IN PERSONNEL MANAGEMENT. 3 hrs.**

Principles and procedures of the personnel system in the firm; selected areas of recruitment and selection; training and development; performance appraisal and evaluation; general communications system; role of government in manpower administration. (Rec: Management 672)

674. **ADMINISTRATIVE POLICIES AND PLANNING. 3 hrs.**

Managerial organization, identification of major problem areas and development of production concepts and decision processes for problem solving. Includes plant design and layout, effective utilization of resources through various planning and scheduling techniques. (Rec: Complete functional studies before enrollment.)

675. **PROBLEMS IN LABOR-MANAGEMENT RELATIONS. 3 hrs.**

Comprehensive coverage of the development of the field of industrial relations. The impact of organized labor and federal social legislation of management decision. Alternative directions for future developments are studied. (Rec: MGT 672)

678. **MANAGEMENT INFORMATION SYSTEMS. 3 hrs.**

To familiarize students with the characteristics and functions of management information systems, as well as the benefits, limitations, and applications for advanced management information systems.

681. **THESIS. 1-6 hrs.**

692. **BUSINESS RESPONSIBILITIES AND SOCIAL ISSUES. 3 hrs.**

An examination of the administrator's social, ethical, and environmental responsibilities to his employees, customers, and the general public and other external factors which management must be cognizant of in modern society.

### **MARKETING (MKT)**

650-651. **SPECIAL TOPICS. 1-3; 1-3 hrs.**

(PR: Permission of the department chairman.)

681. **THESIS. 1-6 hrs.**

682. **ADVANCED MARKETING MANAGEMENT. 3 hrs.**

An integrated approach to marketing from a managerial point of view-making use of economic, quantitative, and behavioral concepts in analyzing and developing a framework for the decision-making and implementation of the firm's marketing program. (PR: Marketing 340 or 430)

683. **ADVANCED MARKETING RESEARCH. 3 hrs.**

A study of research methods and procedures used in the marketing process; emphasis will be given to the sources of market data, sampling, preparation of questionnaires, collection and interpretation of data. (PR: Marketing 682)

685. **MARKETING PROBLEMS. 3 hrs.**

Determination of the marketing mix within the framework of the problem-solving and decision-making process. (PR: Marketing 682)

687. **SEMINAR IN MARKETING. 3 hrs.**

An advanced study of basic concepts of current problems in Marketing. Seminar discussions and research projects. (PR: Marketing 682)

688. **ADVANCED TRANSPORTATION. 3 hrs.**

Current national transportation problems and a review of the various modes including history of the modes. (PR: Marketing 682)

689. **ADVANCED PHYSICAL DISTRIBUTION. 3 hrs.**

Study of activities concerned with efficient movement of products from the sources of raw materials supply, through production to the ultimate consumer. These include freight transportation, warehousing, order processing, forecasting. etc. (PR: Marketing 682)

### **MASTER OF ARTS IN BUSINESS EDUCATION**

#### **BUSINESS EDUCATION**

This program provides course work in professional education, business education, and business administration. Selection of courses is based on individual needs.

Students graduating in this program must have a minimum of 40 semester hours of graduate and undergraduate business administration. Deficiencies in undergraduate preparation may be corrected while taking graduate courses.



Applicants for admission to the program must submit scores on the Graduate Record Exam -General Aptitude Section or the Graduate Management Aptitude Test (GMAT).

## PROGRAM REQUIREMENTS

	Hours
Minimum Requirements .....	32-36
1. Education including EDF 621 .....	6
2. Business Education .....	15
Select from the following courses:	
a. 621, 624, 625, 626, 627 .....	9
b. 629, 630, 631 .....	6
3. Business Administration .....	9
To be selected from Accounting, Finance, Management, Marketing or Economics	
4. *Electives .....	2-6
*Note: Not to include Business Education 624, 625, 626, 627 or courses in Education except Educational Foundations 679 and Curriculum and Instruction 681.	

## BUSINESS EDUCATION (OAD)

621. **PRINCIPLES OF VOCATIONAL BUSINESS EDUCATION. 3 hrs.**  
Application of the philosophy and principles of vocational education to the objectives, curriculum, guidance, and teacher preparation aspects of business education, emphasizing the techniques of coordination of federally aided programs in business and office education.
624. **ORGANIZATION, ADMINISTRATION, AND SUPERVISION OF BUSINESS EDUCATION. 3 hrs.**  
Emphasis on problems involving the administration of the business education program in the secondary school and in post-high school institutions; provides fundamentals of school administration for the classroom teacher.
625. **CURRICULUM CONSTRUCTION IN BUSINESS EDUCATION. 3 hrs.**  
Basic principles of curriculum and course of study construction in business, especially oriented to the secondary school; particular attention given to study of existing city and state business education programs.
626. **CURRENT PROBLEMS AND ISSUES IN BUSINESS EDUCATION. 3 hrs.**  
Individual and group analysis of current problems and issues in teaching business subjects, particularly in the secondary school; identification and clarification of issues significant to the direction of sound business education.
627. **TESTS AND MEASUREMENTS IN BUSINESS EDUCATION. 3 hrs.**  
A study of evaluation procedures in business education including principles of test construction; survey of standardized and published test material and its utilization in the classroom; a review of basic statistical methods used in test interpretation.
629. **TEACHING TYPEWRITING AND OFFICE MACHINES. 3 hrs.**  
Improvement of methods of teaching typewriting and office machines through evaluation of current research, methods, classroom materials, and current trends; discussion of major problems of teachers in these subjects.
630. **TEACHING BASIC BUSINESS AND BOOKKEEPING. 3 hrs.**  
A study of the problems and techniques of teaching basic business subjects and bookkeeping; evaluation of major problems facing teachers, including motivation, remedial practices, use of classroom materials.
631. **TEACHING SHORTHAND AND SECRETARIAL OFFICE PRACTICE. 3 hrs.**  
Teaching techniques and a study of research in methodology in shorthand secretarial practice; a review and discussion of the major problems of shorthand teachers; study of testing and grading, use of visual aids, use of materials.
- 650-651. **SPECIAL TOPICS. 1-3; 1-3 hrs.**  
(PR: Permission of the department chairman.)

## CHEMISTRY (CHM)

## DEGREES OFFERED

**MASTER OF SCIENCE (CHEMISTRY):** This program is intended primarily for individuals interested in advanced training in chemistry and related disciplines in preparation for doctoral programs or for careers in industry, government, or post-secondary school education. Two routes to

the degrees are available.

With Thesis (CHM 682): a minimum of thirty-two semester hours is required, of which no more than twelve may be in Chemistry 682 (Research). The candidate is required to present an acceptable thesis based upon original research. The candidate must also give a public lecture based upon the results of the thesis and give a satisfactory oral defense of the thesis before his committee. All full-time students and students receiving Department stipends must elect this route.

With Problem Report (CHM 679): a minimum of thirty-six hours is required, of which none may be in CHM 682 and three must be in Chemistry 679 (Problem Report). This route will be open to students authorized by the Department, generally part-time students who are unable to enroll in CHM 682.

No more than six hours of Special Topics may be counted in the minimum hours required by either route; any exceptions require specific Departmental approval.

**MASTER OF SCIENCE (PHYSICAL SCIENCE):** This degree program, offered in cooperation with the Departments of Geology, Mathematics, and Physical Science and Physics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. Specific degree requirements are listed in the section: Physical Science and Physics.

**ADMISSION TO CANDIDACY:** After being admitted to the Graduate School, and prior to registration, the student will meet with his designated advisor to determine the specific program of studies necessary to prepare for admission to candidacy for the degree. Programs will be adjusted to reflect major interests and prior training of the student. Normally, the student will be eligible to apply for admission to candidacy after the satisfactory completion of twelve hours of graduate course work.

**510. ADVANCED SYNTHESIS AND ANALYSIS. 4 hrs.**

Advanced problems in synthesis, separation and analysis with emphasis on modern instrumental methods. 1 lec-6 lab. (Rec: Chemistry 356 or equivalent)

**520. FUNDAMENTALS OF CHEMISTRY. 4 hrs. S. Offered on demand.**

3 lec-3 lab.

**530. INTRODUCTION TO POLYMER CHEMISTRY. 3 hrs.**

Properties of macro molecules. Methods of preparation and characterization. Industrial applications and processes. 3 lec. (PR: Chem. 356 or permission of Department Chairman.)

**540. THERMODYNAMICS. 3 hrs.**

An introduction to chemical thermodynamics and statistical mechanics. 3 lec. (Rec: Chemistry 358 or equivalent)

**548. ADVANCED INORGANIC CHEMISTRY I. 3 hrs.**

A study of physical and chemical properties and periodic relationships of inorganic materials. 3 lec.

**549. ADVANCED INORGANIC CHEMISTRY II. 3 hrs.**

A detailed consideration of bonding, structure, reaction rates and equilibrium involving inorganic materials. 3 lec. (Rec: Chemistry 448 or equivalent)

**550. INDUSTRIAL CHEMISTRY. 3 hrs.**

Process economics, unit operations, scale-up, quality control, labor relations, safety, and consideration of representative industrial processes. (Rec: Chemistry 356 or equivalent)

**556. ADVANCED ANALYTICAL CHEMISTRY. 3 hrs.**

Modern theories and methods of analysis with emphasis on instrumental methods. 2 lec-2 lab. (Rec: Chemistry 345 or equivalent)

**560. MOLECULAR SPECTROSCOPY. 3 hrs.**

A study of the emission and absorption of radiant energy and its relation to molecular structure. 3 lec. (Rec: Chemistry 358 or equivalent)

**562. NUCLEAR CHEMISTRY AND PHYSICS. 3 hrs.**

An introduction to the phenomena of nuclear physics and chemistry. 3 lec. (Rec: Mathematics 231 or equivalent)

**563. NUCLEAR CHEMISTRY AND PHYSICS LABORATORY. 2 hrs. 4 lab.**

(Rec: Chemistry 462 or equivalent)

**575. ADVANCED BIOCHEMISTRY. 3 hrs. I.**

Detailed studies of biochemical systems with emphasis on structure and metabolism of representative compounds. 3 lec. (Rec: Chemistry 300 or equivalent)

**576. ADVANCED BIOCHEMISTRY LABORATORY. 3 hrs. II.**

Laboratory methods for the preparation, purification, and characterization of biochemical systems. 6 lab. (Rec: Chemistry 475 or equivalent)

580. **QUANTUM MECHANICS. 3 hrs.**  
An introductory course in quantum mechanics. 3 lec. (Rec: Mathematics 231 or equivalent)
582. **ADVANCED ORGANIC CHEMISTRY I. 3 hrs. I.**  
Studies of the dynamics of organic reactions with emphasis on mechanisms and stereochemistry. 3 lec. (Rec: Chemistry 356 or equivalent)
583. **ADVANCED ORGANIC CHEMISTRY II. 3 hrs. II.**  
A continuation of Chemistry 582 with emphasis on synthetic methods. 3 lec. (PR: Chemistry 582)
604. **THEORIES OF ANALYTICAL CHEMISTRY. 2 hrs.**  
Offered on demand. (PR: Chemistry 556)
607. **THEORETICAL ORGANIC CHEMISTRY. 2 hrs.**  
The application of quantitative methods to problems in structure and dynamics. 2 lec. (PR: Chemistry 582)
616. **X-RAY DIFFRACTION. 3 hrs.**  
Offered on demand. The properties of X-rays and crystal structure. 2 lec.-3 lab. (Rec: Mathematics 231 or equivalent)
618. **KINETICS. 3 hrs.**  
An advanced study of reaction rates and mechanisms.
626. **ORGANIC CHEMISTRY FOR TEACHERS. 3-5 hrs. S.**  
Offered on demand. 3 lec.-6 lab. (PR: Chemistry 520 or equivalent)
627. **PHYSICAL CHEMISTRY FOR TEACHERS. 3-5 hrs. S.**  
Offered on demand. 3 lec.-6 lab. (PR: Chemistry 520 or equivalent)
628. **SPECIAL TOPICS (INORGANIC). 1-3 hrs. Offered on demand.**
629. **SPECIAL TOPICS (ORGANIC). 1-3 hrs. Offered on demand**
630. **SPECIAL TOPICS (PHYSICAL). 1-3 hrs. Offered on demand**
- 631-632. **SEMINAR. 1 hr. I, II.**
639. **ADVANCED QUANTUM MECHANICS. 3 hrs.**  
Offered on demand. 3 lec. (PR: Chemistry 580)
679. **PROBLEM REPORT. 3 hrs.**  
Preparation of a comprehensive written report on a topic in Chemistry of current importance. Registration only by permission of Department.
682. **RESEARCH. 1-12 hrs. I, II, S.**  
Credit in the course is earned by pursuing a directed original investigation in a field of chemistry. Twelve semester hours credit in research are applied toward the M.S. degree. Students may sign for one or more credit hours per semester depending upon the time to be spent on research. A grade of PR may be reported at the close of each term or semester. (PR: Approval of Department Chairman)

### CLASSICAL STUDIES

The Department of Classical Studies offers minor fields of study in Latin and in classics. These minors are appropriate for graduate programs in English and in history.

### CLASSICS (CL)

These courses are given in English and require no knowledge of Greek or Latin.

535. **GREEK CIVILIZATION. 3 hrs.**  
Study of ancient Greek culture, emphasizing parallels with present-day issues.
536. **ROMAN CIVILIZATION. 3 hrs.**  
Study of ancient Roman culture, emphasizing parallels with present-day issues.
- 550-551. **SPECIAL TOPICS IN CLASSICS. 1-4; 1-4 hrs.**  
(PR: Consent of the instructor)

### COMMUNICATION ARTS

Administered by the Department of Educational Media with assistance from the cooperating areas, this interdepartmental program is adaptable to the needs of persons in public relations, journalism, advertising, broadcasting, school library service, audiovisual and instructional media service, and similar fields where a wide knowledge of related communication skills is required.

Students lacking the undergraduate equivalent of any course in group 1 must complete this course for graduate credit. Work selected from group 2 must be distributed so that at least nine hours are outside any area of emphasis. Not more than one course in research methods will be accepted. Students successfully completing EDM 679 and EDM 681 or equivalent will have the total hours reduced by three.



Admission to candidacy is based upon completion of at least twelve semester hours of graduate work at Marshall University with at least a 3.0 (B) average, and the recommendation of the department.

Minimum Requirements .....	33-36 hrs.
Group 1 .....	3-12
Educational Media 565 and 621	
Educational Media 510 or Journalism 601	
Speech 532	
Group 2 .....	18-27
Any graduate course in Educational Media	
Any graduate course in Journalism	
Any graduate broadcasting course	
Speech 507, 508, 545, 550, 575, 679	
English 575, 580-83	
Group 3 .....	3-9
Curriculum and Instruction 504, 610, 644, 656	
Educational Administration 505	
Sociology 539, 603, 604	
Art 650	
Geography 530	
Other courses with consent of adviser	

## COMPUTER AND INFORMATION SCIENCE (CIS)

Program and courses to be found under Business

## COUNSELING AND REHABILITATION (CR)

Courses and programs in the Department of Counseling and Rehabilitation serve the professional needs of those involved in the human consultative services. Curricula are developed for elementary and secondary school counselors, and others in the helping service professions. All programs are developed in accord with the needs of the student, including state certification requirements.

Students desiring to enter graduate programs in counseling must indicate a vocational goal consistent with the purposes of the program. Graduates of accredited four year colleges who are eligible for admission to Marshall University Graduate School and who are approved by the admissions committee of the Department of Counseling and Rehabilitation are eligible to pursue a Master of Arts degree with a major in Counseling. It is the student's responsibility to plan a conference with his or her adviser prior to the beginning of course work.

The following constitutes the minimum course requirements for graduation:

	Hours
CR 590 Principles & Practices of Counseling .....	3
EDF 517 Statistical Methods .....	3
CR 605 Group Counseling or CR 540 Group Theories & Techniques .....	3
EDF 621 Research and Writing .....	3
CR 648 Advanced Studies in Human Adjustment .....	3
CR 614 Theories of Counseling .....	3
CR 646 Theory and Practice of Human Appraisal I .....	3
CR 647 Career Development and Decision Making .....	3
CR 649 Seminar in Counseling .....	3
CR 651 Practicum in Counseling .....	3
Adviser approved electives .....	6
	36

In addition to the above required courses, those seeking secondary school counselor certification in West Virginia must take CR 613, those seeking elementary school counselor certification must take CR 613 and EDF 616.

Following the completion of twelve hours of graduate work, the student must apply for admission to candidacy. The courses to be taken prior to application for admission to candidacy are selected with the approval of the adviser. Majors must present scores on the Graduate Record Examination before admission to candidacy.

The required course CR 651, is taken near the end of the program and must be taken in residence at the Huntington campus. Applications to register for CR 651 are due early in the semester preceding the semester in which the courses are to be taken. These dates are advertised by

the Department.

An average of B (3.0) is the minimum quality point average required (1) for all C & R courses attempted, and (2) for all graduate courses required for the Master's degree in Counseling.

### CERTIFICATE OF ADVANCED STUDY IN COUNSELING

The Program of Advanced Study in Counseling is designed for holders of the master's degree with superior qualifications who are preparing for supervisory positions in the field or who wish to improve their personal counseling skills. Eligibility for admission to the program is determined by an admissions committee.

**Provisional Admission:** Qualified students are encouraged to apply for provisional admission to this program by submitting a formal application, two official copies of all transcripts, and three current letters of recommendation from individuals who know their work well. An interview may be requested by the admissions committee.

Provisional admission to the program is based upon the applicant's previous scholarly record (a minimum of 3.5 scholastic average in all graduate counseling courses attempted), the personal references, and, should one be requested, the interview.

**Advisory Committee:** Upon receiving provisional admission from the admissions committee, the applicant must, during the first semester registered, select an adviser who serves as chairperson of his/her advisory committee and with whom he/she consults in the choice of two additional members, subject to the approval of the Dean of the Graduate School. The advisory committee may include a member from another department if it is helpful to the student in the attainment of his/her professional objective.

**Plan of Work:** Immediately upon the approval of the advisory committee, the student, through the adviser, is to set a meeting date to develop a Plan of Work. The specific number of courses required depends upon the applicant's background and professional goals; however, a minimum of 36 graduate hours in residence beyond the master's degree is required. Should the applicant's graduate work not include certain core courses normally considered part of a master's program by this department, they will be added to the Plan of Work. All courses, practicums, internships, field experiences, and the student's research project must be approved by the advisory committee and listed in the Plan of Work.

**Admission to Candidacy:** The applicant's advisory committee reserves the right to review the applicant's progress at any point in the program; however, when the applicant has completed fifteen (15) hours from the Plan of Work, he/she is required to petition the Advisory Committee for a review of progress. It should be noted that the Advisory Committee reserves the right to call upon the applicant's instructors for evaluation and recommendation. Approval of the Advisory Committee grants the applicant Candidacy Status.

**Research Project:** Research ability is one of the important requisites of this program. The Advisory Committee determines the nature and the extent of the research project. Both the research proposal and the report of research must be approved by the Advisory Committee. The completion of any prescribed list of courses and/or other experiences does not lead necessarily to the Certificate of Advanced Study in Counseling. It can be earned only by demonstrated capacity for original investigation, with scholarly attainment in the area of counseling, and a comprehensive grasp of the basic concepts and problems in the counseling profession.

Subject areas required of all candidates for the Certificate of Advanced Study in Counseling:

- Advanced Theory in Counseling
- Advanced Practicum in Counseling
- Advanced Counseling With Groups
- Counseling With Behaviorally Maladjusted
- Research Project
- Research Report

**Time Limitation:** The Certificate of Advanced Study in Counseling is to be completed within five years.

**535. GROUP PROCESS AND ANALYSIS. 3 hrs. I, II.**

Study and practice of dynamics involved in task and therapeutic groups; a thorough analysis of group process.

**540. GROUP THEORIES AND TECHNIQUES. 3 hrs. II.**

Study of theories and techniques used in group counseling; will include demonstration and practice of popular approaches in group counseling.

**545. MANUAL COMMUNICATION. 3 hrs. I, II.**

Psychological characteristics of the hearing impaired and techniques of manual communication.

**582-583-584-585. SPECIAL TOPICS. 1-4; 1-4; 1-4 hrs. I, II, S.**

**590. PRINCIPLES AND PRACTICES OF COUNSELING. 3 hrs. I, II, S.**

Objectives, principles, and practices of counseling. (Not available to Rehabilitation Education graduates)

605. **GROUP COUNSELING. 1, II, S.**

Gives graduate students an understanding in the use of procedure for guidance and counseling in groups CR/NC (PR: Permission of instructor)

613. **ORGANIZATION AND ADMINISTRATION OF GUIDANCE PROGRAMS. 3 hrs. I, S.**

Problems in planning, organizing and administering guidance programs in elementary and secondary schools.

614. **COUNSELING THEORIES. 3 hrs. I, II, S.**

Survey of philosophies of counseling as related to the interpersonal relationships involved in the counseling process. (PR: 648; CR: 649)

617-618. **FIELD COURSE IN CURRENT PROBLEMS IN COUNSELING AND REHABILITATION. 3; 3 hrs. I, II, S.**

Investigations in current problems of counseling agencies; content determined by needs of student.

619. **ADVANCED INDIVIDUAL COUNSELING THEORIES. 3 hrs. I.**

A post-masters course designed to expand already existing knowledge of the student on the main theories of individual counseling. An in-depth exploration of a continuum of levels of helping relationships within the domain of counseling and psychotherapy.

640. **LITERATURE. 1-3 hrs. I, II, S.**

A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to counseling and rehabilitation; readings selected with guidance of adviser. Only one registration for Counseling and Rehabilitation 640 is permitted. (PR: Permission of adviser)

641. **SEMINAR. 2-3 hrs. I, II, S.**

A guided program of reading, reports and discussions. No student may register for this course a second time. (PR: Permission of adviser)

646. **THEORY AND PRACTICE IN HUMAN APPRAISAL I. 3 hrs. II, S.**

Techniques of collecting, recording, and interpreting data. (PR: Educational Foundations 417-517 or 435-535)

647. **CAREER DEVELOPMENT AND DECISION MAKING. 3 hrs. II, S.**

Techniques used in selecting, filing and using materials pertaining to occupations.

648. **ADVANCED STUDIES IN HUMAN ADJUSTMENT. 3 hrs. I, II, S.**

Psychological foundations of personality development with emphasis on principles of mental health as related to problems of everyday living.

649. **SEMINAR IN COUNSELING. 3 hrs. I, II, S.**

The nature of the counseling relationship with emphasis upon self-evaluation. (CR: Counseling and Rehabilitation 614)

650. **SEMINAR IN COUNSELING. 3 hrs. I, II, S.**

Counseling tools and techniques with emphasis on problem categories and patterns as related to the psychology of individual differences. (PR: Permission of adviser)

651. **PRACTICUM IN COUNSELING. 3 hrs. I, II, S.**

Practical experiences in counseling under professional supervision. CR/NC

653. **INTERNSHIP IN COUNSELING. 3 hrs. I, II.**

Supervised on-the-job experiences in counseling. Limited to students employed with full responsibilities as counselor. (PR: Permission of instructor.)

654. **SUPERVISION OF COUNSELING. 3 hrs. I, II.**

Supervisory experiences of counselor-candidates in practicum. Limited to students with a master's degree in counseling who are employed as supervisors, expect to be employed as supervisors, or plan to work toward an advanced degree in the field. (PR: Permission of instructor)

655. **ADJUSTMENT PROBLEMS OF THE HANDICAPPED. 3 hrs. I, II.**

Study of the problems faced by the handicapped in making social, vocational and educational adjustment.

679. **PROBLEM REPORT. 3 hrs. I, II, S.**

The preparation of a written report on a research problem, experiment or field project in counseling or rehabilitation. This report is not a thesis and students must complete an additional 33 hours unless 679 is followed by 681 for 3 hours of credit.

681. **THESIS. 3 hrs. I, II, S.**

May be taken for 3 hours of credit by students whose reports in 679 warrant further research. Students completing 679 and 681 for a total of 6 hours may qualify for the master's degree by earning an additional 26 hours of credit. Students completing 681 must defend their thesis in an oral examination.



## CRIMINAL JUSTICE (CJ)

The Department of Criminal Justice offers an M.S. degree in Criminal Justice. To be eligible for candidacy in Criminal Justice a student must:

1. have earned fifteen (15) hours of undergraduate criminal justice credit with a 3.0 average; and
2. have earned twelve (12) hours of graduate credit at Marshall University with a 3.0 average.

Subject to the discretion of the department chairman, if the second requirement is met, the first requirement may be waived.

Students must choose to specialize in either law enforcement or in corrections and may choose either a thesis (32 hours) or a non-thesis (36 hours) program. In the law enforcement specialization the following courses are required: CJ 504, 555, 556, 611, 612, and six hours of criminal justice electives. In corrections, the following courses are required: CJ 504, 555, 556, 631, either 531 or 632, and six hours of criminal justice electives.

A grade of "C" or less in a required Criminal Justice course will disqualify a student from graduating with a master's degree in Criminal Justice. (This requirement would be subject to waiver by the Department Chairman, and it would not obtain if the course was repeated with the permission of the Chairman and Dean and a grade of "B" or better received.)

If the thesis program is selected the students will have 5-10 hours of electives and 1-6 hours of thesis credit. If the non-thesis program is selected the student will be required to earn an additional six hours of criminal justice electives and a nine hour minor in a related criminal justice area.

All students will be required to pass written and oral comprehensive exams, and if the thesis program is chosen, to pass a defense of the thesis.

### 502. SEMINAR IN CRIME PREVENTION. 3 hrs.

Techniques for crime prevention analyzed from two orientations; crime prevention by environmental engineering and crime prevention by behavior modification.

### 504. THEORETICAL CRIMINOLOGY. 3 hrs.

A critical analysis of the major criminological theories and their empirical foundations. Current theory and research receive greater emphasis than historical development. (PR: CJ 206 or 207)

### 511. POLICE SUPERVISION. 3 hrs.

First-level supervision; employee morale and discipline; selection, training, placement, promotion; techniques of leadership. (PR: CJ 211, 311)

### 512. COMMUNITY RELATIONS. 3 hrs.

Law enforcement and the community; relation to schools, public education functions of law enforcement personnel; community attitudes. (PR: CJ 211 or consent of instructor)

### 513. BUSINESS AND INDUSTRY SECURITY. 3 hrs.

Selection, training and staffing of a security force; security devices available, techniques of internal security; ground security; security techniques applicable to personnel selection; legal problems. (PR: CJ 211)

### 514. CRIME STATISTICS AND DATA SYSTEMS. 3 hrs.

A study of crime statistics and their interpretations. A survey of the system of reporting crime statistics both on the local and the national level. The use of the NCIC and other data banks.

### 521. CORRECTIONS AND THE LAW. 3 hrs.

Review of criminal law principles and theory as related to corrections.

### 522. LAW OF EVIDENCE. 3 hrs.

Leading rules and principles of exclusion and selection; burden of proof, nature and effect of presumptions; proof of authenticity and contents of writings; examinations, competency and privilege of witnesses.

### 525. JUVENILE JUSTICE ADMINISTRATION. 3 hrs.

A survey of the process - the police, the courts and corrections - through which the juvenile delinquent passes.

### 531. CRIMINAL REHABILITATION. 3 hrs.

Legal and historical background of rehabilitation; roles of correctional workers; and nature of the rehabilitation process.

### 532. CORRECTIONAL INSTITUTIONS. 3 hrs.

Analysis of the theory of organizations and administration of correctional institutions; principles of institutional corrections.

### 533. CORRECTIONAL ADMINISTRATION. 3 hrs.

Objectives of correctional institutions; records; personnel, program development,

security; educational programs.

551. **INTERNSHIP. 3 hrs.**

The placement of an individual into a criminal justice agency (police, probation, courts, jails) to observe and participate in its operation. (PR: Consent of instructor)

555. **APPLIED STATISTICS IN CRIMINAL JUSTICE. 3 hrs.**

Principles of statistical techniques with emphasis upon their application in the criminal justice system.

556. **RESEARCH METHODS IN CRIMINAL JUSTICE. 3 hrs.**

Elements of scientific research; interaction between research and theory; use of data processing resources.

561. **SPECIAL TOPICS IN CRIMINAL JUSTICE. 3 hrs.**

A study of special interest criminal justice topics under the supervision of a qualified faculty member. (PR: Consent of instructor)

571. **INDEPENDENT STUDY. 3 hrs.**

This course permits the student to undertake supervised research (field or library) in any area where there is no appropriate course. (PR: Consent of instructor)

580. **TRAFFIC LAW AND ENFORCEMENT. 3 hrs.**

A course designed to study and evaluate the varied and complex system of laws governing the control of all forms of traffic; the influences and responsibilities of traffic law enforcement in present day society. (Same as SED 580)

605. **JUVENILE DELINQUENCY. 3 hrs.**

Juvenile delinquency in the modern world; nature, extent, causes, treatment, and control.

606. **PUBLIC POLICY IN CRIMINAL JUSTICE. 3 hrs.**

An examination of the development of public policy as it applies to criminal justice issues.

611. **POLICE PLANNING. 3 hrs.**

A systematic review of procedures to plan and evaluate police organizations and their operations.

612. **POLICE MANAGEMENT. 3 hrs.**

Development of personnel and employment practices in law enforcement. The problems of unions. The effects of limited job mobility on administrators.

620. **CRIMINOLOGY. 3 hrs.**

Seminar in crime and delinquency. (Same as SOC 620)

621. **ADVANCED CRIMINAL LAW AND PROCEDURE. 3 hrs.**

A review of contemporary legislation and court decisions relating to criminal law and procedure.

631. **CORRECTIONAL PLANNING. 3 hrs.**

A systematic review of procedures to plan and evaluate correctional organizations and their operations.

632. **COMMUNITY CORRECTIONS. 3 hrs.**

A survey of probation, parole, pre-release centers, half-way houses and other forms of community corrections as elements of a total correctional system. Historical development, contemporary organization, and legal issues are emphasized.

651. **COMPARATIVE CRIMINAL JUSTICE. 3 hrs.**

A comparative study of criminal justice systems in other countries. The course may center on either law enforcement agencies, court systems, or correctional institutions.

681. **THESIS. 1-6 hrs.**

## **ECONOMICS (ECN)**

The Department of Economics offers a minor field of study which is appropriate to many graduate programs, such as Business Administration, Business Education, Educational Administration, History, Home Economics, Political Science, and Social Studies.

505. **ENVIRONMENTAL ECONOMICS. 3 hrs.**

The application of basic economic theory to a consideration of wide range of environmental problems, including pollution, natural resource exhaustion, population and economic growth. (PR: ECN 241 and 242, or 300 or equivalent)

508. **COMPARATIVE ECONOMIC SYSTEMS. 3 hrs.**

Marxism, capitalism, communism, fascism and socialism considered as theories, movements and actual political economics. (PR: Economics 241 and 242, or Economics 300, or equivalent)

515. **REGIONAL ECONOMICS. 3 hrs.**

A study of location theory and regional development within a framework of economic

- theory. (PR: Economics 241 and 242, or Economics 300, or equivalent)
520. **INTERNATIONAL ECONOMICS. 3 hrs.**  
Movement of goods and balance of payments among nations; exchange rates; exchange controls and tariffs; problems and policies. (PR: Economics 241 and 242, or Economics 300, or equivalent)
522. **INTRODUCTION TO MATHEMATICAL ECONOMICS. 3 hrs.**  
Modern mathematical methods for use in economics and other social sciences. (PR: Economics 241 and 242, and Mathematics 120, or equivalent)
523. **INTRODUCTION TO ECONOMETRICS. 3 hrs.**  
Combines economic theory with real data to obtain quantitative results for purposes of explanation and prediction. The development of useful economic models applicable to present-day world problems. (PR: Economics 241 and 242, Management 318 and Mathematics 120 or equivalent)
530. **MANAGERIAL ECONOMICS. 3 hrs.**  
The use of economics principles by management; pricing, sales policies, budgeting, forecasting, inter-firm relations. (PR: Economics 241 and 242, or Economics 300 or equivalent)
540. **HISTORY OF ECONOMIC THOUGHT. 3 hrs.**  
Economic theories and ideas from the earliest economists to those of Marshall and Keynes. (PR: Economics 241 and 242, or Economics 300, or equivalent)
541. **CONTEMPORARY ECONOMIC THOUGHT. 3 hrs.**  
A survey of major developments and controversies of the twentieth century. Particularly close attention will be given to methodological issues such as the use of mathematics in economic theory. (PR: ECN 241 and 242 or 300 or equivalent)
546. **MONETARY ECONOMICS. 3 hrs.**  
Objectives and methods of the Federal Reserve System. Brief historical survey, but principal emphasis on recent and current problems. Also, banking and debt structure, international monetary relations, objectives of fiscal policy or stabilization policies of monetary or fiscal authorities, fiscal formulas, automatic stabilizers, Bank reserves, and open market operations. (PR: Economics 241 and 242, or Economics 300 or equivalent)
550. **PUBLIC FINANCE. 3 hrs.**  
Analysis of governmental activities pertaining to raising of revenue and expenditure of monies; analysis of public debt and fiscal programs at all levels of government. (PR: Economics 241 and 242, or Economics 300, or equivalent)
560. **ECONOMIC DEVELOPMENT. 3 hrs.**  
A study of the problems, dynamics and policies of economic growth and development in underdeveloped and developed countries. (PR: Economics 241-242, 300 or equivalent)
561. **ECONOMICS EDUCATION WORKSHOP. 3 hrs. S.**  
Intensive review of subject matter and teaching methods in economics for elementary and high school teachers. (PR: Consent of instructor or grant scholarship)
- 571-572. **SEMINAR IN SPECIAL TOPICS. 2-4; 2-4 hrs. I, II.**  
Members of the department may teach, when necessary, any economics subject not listed among the current course offerings. (PR: Nine hours of economics and consent of instructor)
580. **ECONOMICS OF HUMAN RESOURCES. 3 hrs.**  
Theoretical and empirical analysis of various influences affecting the level of wages and salaries in the firm and the economy as a whole. Consideration of wages, general economic activity, demographic and other factors in the determination of unemployment, labor force participation, labor force composition and mobility, and the allocation of the human resource among various geographic, industrial, and occupational areas. (PR: Economics 241-242, or Economics 300, or equivalent)
- 581-582. **DIRECTED RESEARCH. 2-4; 2-4 hrs. I, II.**  
A research project conducted by a qualified student under guidance of a member of the department; involves gathering of data, interpretation and presentation of findings in a written report (PR: Twelve hours of economics and consent of the instructor and department chairman)
643. **ADVANCED ECONOMIC THEORY I. 3 hrs.**  
Theory of the firm. Price and production policy, non-price competition, and oligopoly. Cost, theory and empirical measurement. Income distribution, particularly interest theory. (PR: Economics 328 or equivalent)
644. **ADVANCED ECONOMIC THEORY II. 3 hrs.**  
Macro-economic theory. The aggregate consumption function; other determinants of the level of aggregate income. Post Keynesian theory. General equilibrium theory, economics of welfare. (PR: Economics 326 or equivalent)



**648. ECONOMIC AND FINANCIAL CONCEPTS. 3 hrs.**

Provides an understanding of the principles of economics which includes micro-economic and macro-economic theory. This course is required of all M.B.A. students not possessing at least six semester hours of undergraduate credit in economics. It is not to be used as credit toward a degree.

**681. THESIS. 3-6 hrs.**

**EDUCATION-ADMINISTRATION (EDA)**

**Admission to Candidacy and degree requirements**

In addition to Graduate School requirements, students admitted to these programs must have a professional teaching certificate based upon fifteen semester hours in education. One year of successful teaching experience and completion of the GRE is required before admittance to candidacy.

Students with a master's degree who wish to qualify for additional certification must apply for admission to the program. Students with a 3.0 in their master's degree and who have a professional teaching certificate and one year's teaching experience may be admitted to the program.

**A. PRINCIPAL**

	Hours
Minimum requirements .....	36
1. Education .....	30
a. Educational Administration 500, 510, 610, 640, 600 .....	15
b. EDF 616, 621 .....	6
c. Curriculum and Instruction 609 or 610 .....	3
d. Educational Administration electives 582, 720, 730, 630, 710, or 740 .....	6
2. Electives .....	6

(Secondary principals take Curriculum and Instruction 610; Elementary principals take Curriculum and Instruction 609)

**B. SUPERVISOR**

	Hours
Minimum requirements .....	36
1. Education .....	27-30
a. Educational Administration 500, 610, 785, 630 .....	12
b. Educational Foundations 619, 621 .....	6
c. Curriculum and Instruction 521, 609, or 610*, 639 .....	9-12
2. Electives .....	6-9

Note: If employed as supervisor in West Virginia, EDA 660 and 665 required. Additional courses may be required for certification.

\*K-12 Certification requires both courses.

**C. CERTIFICATE OF ADVANCED STUDY IN EDUCATION:  
EDUCATIONAL ADMINISTRATION**

(North Central Accrediting Association preparation for high school principal, assistant superintendent or superintendent.)

The Certificate of Advanced Study in Education: Educational Administration is earned by completing a minimum of 32 semester hours of graduate work beyond the master's degree including such courses, field experiences, research and examinations as may be required by the student's advisory committee. The completion of any prescribed list of courses and other experiences does not lead necessarily to the certificate. It can be earned only by demonstrating capacity for original investigation, with scholarly attainment in the area of school administration, and comprehensive grasp of the basic concepts and problems in the entire field of education.

Students may apply for admission to this program after completing the master's degree with a minimum scholastic average of 3.0 (B) including Educational Administration 500 and 610, Educational Foundations 621. Admission to the program is based on the previous scholarly record of the student, personal references, and standardized tests. The admission decision is determined by the admissions committee.

The student chooses an advisor who serves as chairman of his committee and with whom he consults in the choice of two additional members subject to the approval of the Dean of the Graduate School. The committee may include a member from another department if it is helpful to the student in the attainment of his professional objectives.

Courses and field experiences must be approved by the advisory committee. If courses needed to satisfy the objectives are not available at Marshall University, the advisory committee may direct the student to take appropriate courses in another graduate school which are accepted as transfer credit. Research ability is one of the important requisites of this program. The advisory committee determines the extent and nature of the research required. A total program is presented to the Dean of the Graduate School for approval and forwarding to the student. The student has five years to complete the program.

Each candidate must pass a written examination and an oral examination based upon the required research. These examinations are supervised by the advisory committee as the final step in completing the program. Grades A and B are required in all courses attempted for the certificate.

Application for admission must be made to the Dean of the Graduate School.

Among the positions for which this program prepares are:

- School Superintendent (Permanent Professional Administrative Certificate)
- Elementary Principal
- Secondary Principal
- Business School Official
- Supervisor of Instruction
- Director of Communication Services

#### D. SUPERINTENDENT CERTIFICATION PROGRAM

A professional superintendent certificate may be earned by meeting the following requirements:

1. Enrollment in the Marshall University Superintendent Certificate Program.
2. Holds a five year Professional Teaching Certificate or a Vocational Certificate
3. Has completed five (5) years of successful educational experience in the public schools, including three years of classroom experience.
4. Has completed the requirements for a masters degree relevant to the improvement of instruction from an institution of higher education accredited to grant the degree.
5. Holds a Salary Classification at the MA + 15 level.
6. Has completed an approved superintendent graduate program of thirty (30) semester hours which include the following courses:  
EDA 500; EDA 720; EDA 610; EDA 630; C&J 609; C&J 610; EDF 621; EDA 640; EDA 600; EDA 740; EDA 700.

Requirements for permanent certification may be obtained from the EDA Department.

#### E. ADMINISTRATIVE SPECIALIST

The option is designed to prepare individuals to function more adequately in a variety of middle management or quasi-administrative roles for which there currently are no certification standards or guidelines. Often called directors, coordinators, assistants or the like, these positions oversee critical school areas such as special education, instructional technology, early childhood, day care, counseling centers, rehabilitation offices and other adjunct roles in central office or building administration. In addition, many business, industry and community agencies have educational programs for employees with personnel in charge. The emphasis will be upon a basic knowledge of administration plus enough technical courses to allow the person to successfully direct a special program. The adviser and student will plan 32-36 hour program based upon the specific position needs of the student.

- 500. GENERAL SCHOOL ADMINISTRATION: BASIC COURSE. 3 hrs. I, S.**  
Federal and state participation in school administration; roles of state and county boards of education; relation of schools to other community agencies, organization of staff and selection of personnel. (PR: One year of teaching experience)
- 505. THE TEACHER AND SCHOOL ADMINISTRATION. 3 hrs. I, or II, S.**  
Background of the fundamentals of school administration for the classroom teacher; West Virginia school system emphasized; teacher participation in administration with attention to ethics, retirement, salary, and tenure. Not acceptable in administrative programs and not open to students who have completed Educational Administration 500.
- 510. THE SCHOOL PRINCIPAL. 3 hrs. I or II, S.**  
Duties and responsibilities of elementary and secondary principals with emphasis on school-community relations, school law, pupil personnel and school activities. (PR or CR: Education Administration 500)
- 582-583-584-585. SPECIAL TOPICS. 1-4; 1-4; 1-4; 1-4 hrs. I, II, S.**
- 600. STAFF PERSONNEL ADMINISTRATION. 3 hrs. I, or II, S.**  
Recruitment, selection, orientation, in-service education, professional growth and staff differentiation of personnel will be considered. (PR: Educational Administration 500)

610. **SUPERVISION OF INSTRUCTION: BASIC COURSE. 3 hrs. II, S.**  
Principles; procedures used in improving instructional program in schools. Course content is adjusted to the needs of either elementary or secondary school principals.
630. **SCHOOL COMMUNITY RELATIONS. 3 hrs. I, or II, S.**  
Basic principles, rationale and need for a school-community relations program. Roles of the various participants, structure and form of an effective program. Communication theory and practice and community involvement are emphasized.
640. **SCHOOL BUSINESS MANAGEMENT. 3 hrs. I, or II, S.**  
Development of the basic skills involved in school business management. Includes personnel, finance, budgeting, purchasing, school lunch program, pupil transportation, plant maintenance and operation, and federal programs.
650. **FIELD COURSE IN CURRENT SCHOOL PROBLEMS. 3 hrs. I.**  
Investigations in current problems of local schools; content determined by needs of students. CR/NC grading. (PR: Permission of instructor)
655. **FIELD COURSE IN CURRENT SCHOOL PROBLEMS. 3 hrs. II.**  
Investigations in current problems of local schools; content determined by needs of students. CR/NC grading. (PR: EDA 650)
- 660-665. **PRACTICE IN SUPERVISION. 3; 3 hrs. I, II.**  
Practice of supervisory techniques presented in theory courses; sharing the responsibility for carrying forward a supervisory program in a school system. (PR: Permission of instructor and 3 years of teaching experience)
679. **PROBLEM REPORT. 1-3 hrs. I, II, S.**  
The preparation of a written report on a research problem, experiment or field project in education. This report is not a thesis.
681. **THESIS. 1-6 hrs. I, II, S.**  
May be taken for 3 hours of credit by students whose reports in 679 were excellent and are of such character as to warrant further research. Students completing 679 and 681 for a total of 6 hours may qualify for the master's degree by earning an additional 26 hours of credit. Students completing 681 must defend their thesis in an oral examination.
700. **SUPERINTENDENCY. 3 hrs.**  
The examination of the technical, human, and conceptual roles, relationships, behaviors and competencies which characterize school superintendents and their staffs.
705. **ADMINISTRATION THEORY. 3 hrs.**  
Analysis of administration theories and their application to organizational leadership and management.
710. **ADVANCED LEADERSHIP TECHNIQUES. 3 hrs. S.**  
An introduction to new techniques of administration and supervision, including interaction analysis, sensitivity training, program and research dissemination, strategies for change, micro-teaching, gaming and related simulation and evaluation.
715. **ADMINISTRATION OF HIGHER EDUCATION. 3 hrs.**  
This course will identify the various task areas of administration in higher education and the problems associated with them.
720. **GENERAL SCHOOL ADMINISTRATION: FINANCIAL ASPECTS. 3 hrs. I or II, S.**  
Basic principles of school finance; taxation for school support; budgeting; accounting and auditing; insurance; excess levies and bond issues. (PR: Educational Administration 500)
725. **ORGANIZATIONAL ANALYSIS. 3 hrs.**  
An interdisciplinary approach to the study of organizational structure, relationships, and functions. Will focus on problems and alternatives for coping with them.
730. **GENERAL SCHOOL ADMINISTRATION: PLANT AND EQUIPMENT. 3 hrs. I or II, S.**  
The use of the school building survey and educational specification are studied in relation to how the building may enhance the educational program. Some field trips are taken to exemplary school buildings. (PR: Educational Administration 500)
740. **SCHOOL LAW. 3 hrs. I or II, S.**  
The legal basis of education in the United States in constitutions, statutes, court decision, and in administrative ruling and practices with some emphasis on West Virginia.
745. **HIGHER EDUCATION LAW. 3 hrs.**  
The legal basis of higher education in the United States as based on constitutions, statutes, court decisions, and administration of colleges and universities.
- 750-751. **FIELD BASED SUPERINTENDENT EXPERIENCE. 3; 3 hrs. I, II.**  
The student is required to demonstrate competence in curriculum, research, law, finance, and school plants. The course will be conducted in the student's system and by seminar.



755. **CURRENT ISSUES IN HIGHER EDUCATION. 3 hrs.**  
Focuses on current and emerging problems of higher education. Deals with both societal and internal factors which impinge on the administration of colleges and universities.
765. **HIGHER EDUCATION FINANCE. 3 hrs.**  
Focus on sources of revenue, budgeting, and accounting for higher education finances.
775. **SEMINAR. 2-3 hrs. I, II, S.**  
A guided program of readings, reports and discussions. No student may register for this course a second time. (PR: Permission of instructor)
785. **ADVANCED SUPERVISION OF INSTRUCTION. 3 hrs.**  
Duties of the school supervisor with emphasis on needs assessment process, curriculum development, in-service education and the process of change.
795. **LITERATURE. 1-3 hrs. I, II, S.**  
A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to education; readings selected with guidance of adviser. Only one registration for Educational Administration 795 is permitted. May not be substituted for scheduled courses without approval of the department chairman. (PR: Permission of instructor)

### EDUCATION-CURRICULUM AND FOUNDATIONS (CI)

The undergraduate prerequisite for a graduate major is 21 semester hours in Professional Education. Obtaining a teaching certificate by passing the National Teacher Examination does not exempt the applicant from the undergraduate Professional Education course requirements. College graduates who do not meet this requirement may take a limited number of graduate courses in education concurrently with the undergraduate courses required for certification.

To be admitted to candidacy for the master's degree students must:

1. Earn a 3.0 grade point average in at least 12 semester hours of graduate work presented for the degree. To be considered for such admission, the student must have earned quality point average of 3.0 (B) in all graduate work.
2. Complete Educational Foundations 621 or an equivalent course.
3. Students must present a score of 590 or above on the common examination of the National Teacher Examination. Students not achieving the above score must take the common examination of the Graduate Record Examination or submit to an oral or written qualifying examination administered by the respective program area and these test results will be used for counseling and advising the student.
4. Have a professional teaching certificate valid in West Virginia or the equivalent.

All students shall earn a minimum of twelve credit hours after admission to candidacy.

Teachers with a master's degree who wish to qualify for additional certification or endorsement must apply for admission to the program selected and meet the admission requirements of that program.

### TEACHER EDUCATION CURRICULA

#### A. EARLY EDUCATION

I.	For teachers with professional certificates for teaching in grades K-3 or N-K-6.	Hours
	Minimum requirements	32-36
1.	Education	21
a.	Educational Foundations 616, 621	.6
b.	Curriculum and Instruction 631, 632,* 633, 634	.12
c.	Educational Administration 505	.3
2.	Electives with adviser approval	.15
II.	For teachers with certificates valid for grades 1-9 who wish to add an early education endorsement.	
	Minimum requirements	Hours
		32-36
1.	Education	27
a.	Educational Administration 505	.3
b.	Educational Foundations 616, 621	.6
c.	Curriculum and Instruction 511, 630, 631, 632*, 633, 634	.18

\*Any student who has not had equivalent undergraduate courses will be admitted to this course only after Home Economics 531, 3 hours; Home Economics 535, 3 hours; Curriculum and Instruction 630, 4 hours; Curriculum and Instruction 511, 2 hours; and Speech 518, 3 hours.

2.	Home Economics 531, 535 .....	6
3.	Speech 518 .....	3

## B. ELEMENTARY EDUCATION

Students in this program may take not more than six hours in counseling and rehabilitation to be chosen from Counseling and Rehabilitation 590, 614, 646.

Minimum requirements .....	Hours 32-36
1. Education .....	27-36
a. Educational Administration 505 .....	3
b. Educational Foundations 560, 616, 621 .....	9
c. Curriculum and Instruction 609 .....	3
d. Electives .....	12-21
Select from the following courses:	
Educational Foundations 515, 535, 615, 619	
Curriculum and Instruction 607, 608, 618, 623, 624, 635, 656, 657, 658, 670, 671, 678; other courses including outside education courses may be considered through agreement of the student adviser.	

## C. ELEMENTARY EDUCATION (ALTERNATE)

For teachers who have an undergraduate degree in secondary education, a K-12 teaching program approved by West Virginia, or an equivalent of either of the above. The program provides a certificate to teach in a self-contained classroom, grades 1-6. Admission to the program requires a valid secondary teaching certificate. The master's degree may be awarded after the completion of any 36 credit hours from the courses listed below (must include EDF 621). However, six to thirteen additional hours may be required to complete certification standards depending upon the student's undergraduate preparation. A qualifying examination is required in this program at the point of candidacy.

The following list of requirements is minimal. Additional adjustments, and/or alternations may be required for selected students.

Minimum requirements .....	Hours 36-48
Required for all students:	
Curriculum and Instruction 657, 671, 670, 607, 608, 656, 609, 618, 672.	
Educational Foundations 621.	
Required for selected students:	
Curriculum and Instruction 557, 559, 521.	
Physical Education 515.	
Art 601	
Music 670	
Safety Education 536, 1 hour	

## D. SPECIAL EDUCATION

For endorsement of teachers with professional certificates for teaching special education pupils. Students without background in education should anticipate two years of graduate study. In some isolated cases students who have backgrounds in education should anticipate two years of graduate study.

Minimum requirements .....	Hours 36
1. General Education .....	15
a. Educational Foundations 616, 621 .....	6
b. Educational Administration 505 .....	3
c. Curriculum and Instruction 520, 629 .....	6
2. Special Education - select one area of emphasis	
a. Behavioral Disorders: Curriculum and Instruction 524, 607, 604, 645, 649 .....	15
b.* Mentally Retarded	
Curriculum and Instruction 533, 607, 554, 626, 651 .....	15
Speech 518 .....	3

\*Persons entering this program for full endorsement must have an Elementary, Early Childhood or Special Education certificate.

c.*	Crippled and Other Health Impaired: Curriculum and Instruction 525, 607, 544, 595, 648; Speech 518	18
d.**	Specific Learning Disabilities: Curriculum and Instruction 523, 626, 646, 647, 650	15
e.	Gifted Curriculum and Instruction 526, 601, 602, 603	12
3.	Electives	6
	Teachers with professional certificates for teaching in Grades 7-12 may obtain Elementary Certification by completing the Alternate Masters Degree Program in Elementary Education.	

## E. ART

See the section: ART for admission requirements.

	Minimum requirements	Hours
1.	Education	32-36
	Select from the following courses:	
a.	Educational Foundations 616, 621, 660	
b.	Curriculum and Instruction 528, 610, 623	
c.	Counseling and Rehabilitation 590, 648	
2.	Art	26-30
3.	Exhibit creative work achieved during program of study (Must include Art 601, Art Education, 3 hours and 6 hours of Art history)	

## F. LIBRARY SCIENCE EDUCATION

Twelve semester hours of educational media in areas of school library administration, cataloging and classification, reference, and orientation in school library service are required for admission to the program. Admission to candidacy is based upon completion of at least twelve semester hours of graduate work at Marshall University with at least a 3.0 (B) average, and the recommendation of the department.

	Minimum requirements	Hours
1.	Education	33-36
a.	Educational Administration 505	12
b.	Curriculum and Instruction 501, 609, or 610	
c.	Curriculum and Instruction 504, 644, or 656	
d.	Counseling and Rehabilitation 590	
2.	Educational Media including Educational Media 621	18
3.	Electives	6

Completion of EDM 679 and EDM 681 reduces the total hours required for a major in this field to 33. Students majoring in another field may secure a minor in library science by completion of at least six hours in library science courses selected with the approval of the student's major adviser and the Chairman of the Department of Educational Media.

## G. MIDDLE CHILDHOOD EDUCATION

The Middle Childhood Program is designed for persons who have an undergraduate degree in secondary education, a K-12 program, or an elementary education certificate with a subject specialization.

This is a certification program for teachers of middle childhood grades and not a master's degree program. The program consists of 15 hours. Application to this program will not be accepted after July 1, 1982.

Transfer credit will be evaluated and up to six hours may be accepted based on the evaluation and advisor's approval.

\*Persons entering this program for full endorsement must have an Elementary, Early Childhood or Special Education certificate.

\*\*Persons entering this program for full endorsement must have an Elementary, Early Childhood or Special Education Certificate.

Persons who have a professional certificate in Physical Education, Grades K-12 may enter the program, however, upon completion of same they will be limited to teaching physical education to physically handicapped.



## COURSES REQUIRED

- CI 501 ~ Middle Childhood Curriculum
- EDF 502 ~ Psychology of the Middle Childhood Student
- CI 503 ~ Methods and Materials of Teaching in the Middle Childhood Grades
- CI 504 ~ Teaching Reading in the Middle Childhood Grades
- CI 505 ~ Seminar and Field Experience in Teaching Strategies for the Middle Childhood Grades

## H. MUSIC EDUCATION

The degree Master of Arts in Music with a major in Music Education requires a minimum of 36 hours of course work. The program for the degree must include 14 hours of music education, 11 hours of cognate studies in music, 5 hours from other fields of music and 6 hours in professional education.

Majors in all music and music education programs are given an examination in basic skills not later than the time of completion of twelve semester hours of graduate work and before being admitted to candidacy. As part of these requirements the basic departmental piano proficiency examination must be passed, the content of which will vary according to the student's departmental area major. In addition, a placement examination in Music History (including Styles) and Music Theory must be taken to determine if deficiencies in these areas exist. Applicants are encouraged to take this examination prior to registering for graduate courses.

All full-time graduate students in music are required to participate in a music ensemble during the regular academic year as recommended by their major adviser. No graduate credit is given for this participation.

### INSTRUMENTAL

	Hours
Minimum requirements	36
1. Education	6
Curriculum and Instruction 520, 618, 623, 624 or 678	
2. Cognate Studies in Music	11
Music 621, 630A, 640A, Music History Elective	
3. Major Area - Music Education	14
Music 610, 615, 616, 617, 618A	
4. Music Electives	5

### VOCAL

	Hours
Minimum requirements	36
1. Education	6
Curriculum and Instruction 520, 618, 623, 624 or 678	
2. Cognate Studies in Music	11
Music 621, 629A, 640A, Music History Elective	
3. Major Area - Music Education	14
Music 610, 616, 617, 618B, 619A	
4. Music Electives	5

## I. READING EDUCATION

For teachers who wish to have a professional certificate endorsed for serving as reading specialist in kindergarten through grade 12.

	Hours
Minimum requirements	36
1. Curriculum and Instruction 609, 610, 636, 637, 639, 642, 643, and 644	
2. Educational Foundations 535, 616, 619, and 621	

## J. SECONDARY SCHOOL

(For programs in art, library science, music, reading, and special education, refer to Sections E, F, H, I, and D, respectively).

Teachers eligible for the following programs must have, before completing the requirements for the master's degree, professional certificates valid for grades seven through twelve or must be teaching in a junior high school and certified to teach grades one through nine. The latter must complete Curriculum and Instruction 501.

## SECONDARY EDUCATION

A program open to teachers of all subject areas at the junior high and senior high school levels. Student programs are planned on an individual basis according to the background and interests of the individual. You will have a chance to work closely with the secondary education advisor in developing and scheduling your program. If you wish to discuss the specific requirements of the program before applying for admittance to graduate school see the program director of secondary education.

The course work consists of professional education courses designed to increase the teacher's professional skills and competencies and provide the teacher with the following options which are intended to give them more professional choices and also personalize the masters program, see item 4 below.

	Hours
Minimum requirements .....	36
1. Humanistic and Behavioral Sciences .....	3-9
a. EDF 616 Advanced Studies in Child Development	
b. Electives to be selected from:	
EDF 560, 619, EDA 610, CI 520, or CI 521	
2. Theory Relevant to the Program .....	12-21
a. CI 610 Curriculum in the Modern Secondary School or CI 501 Middle Childhood Curriculum, on advice of the adviser	
b. CI 623 Instructional Models and Assessment Techniques	
c. CI 624 Advanced Instructional Strategies	
d. CI 641 Seminar in Education	
e. Electives with advisor approval	
3. Research and Measurement .....	3-9
a. EDF 621 Research and Writing	
b. Elective EDF 517 and/or EDF 535	
4. Options for an Area of Concentration .....	12-18
a. Content courses in the teaching specialization(s) - The student could select 12-18 hours in his teaching specialization(s).	
b. Educational Administration courses - The student would be able to complete the certification requirements for a secondary principal's certificate. 15 hours required -see principals certificate.	
c. Counseling and Rehabilitation courses - The student can sample guidance and counseling courses. 12-18 hours	
d. Middle Childhood courses - The student could select 15 hours in middle childhood education and would receive certification in middle childhood education.	
e. Education of the Gifted - Students would take 18 hours of classes in the education of the gifted and would receive certification in education of the gifted.	

## SOCIAL STUDIES

See Social Studies in this catalog

## K. SUPERVISING TEACHER ENDORSEMENTS

These endorsements are for the teachers in public schools who are eligible to supervise student teachers.

- Supervising Teacher A  
To qualify for the Supervising Teacher A endorsement the candidate must
  - possess an AB or BS degree and 12 semester hours graduate credit relevant to their teaching specialization
  - complete EDA 610 Supervision of Instruction (may be part of the 12 graduate hours)
  - be recommended by his superintendent and his college
  - have 4 years of successful teaching experience, one of which shall have been in his teaching specialization
- Teacher Education Associate  
To qualify for the Teacher Education Associate Endorsement the candidate must
  - possess a professional certificate plus 19 semester hours of graduate credit within or beyond a graduate degree.
  - complete EDA 610 Supervision of Instruction and CI 678 The Supervising Teacher
  - be certified by a college that the applicant has successfully supervised at least (2) two student teachers.

- d. have 5 years successful teaching experience two of which shall have been in his teaching specialization.

## L. MASTERS OF EDUCATION - GRADUATE OUTREACH (GO) PROGRAM

The Graduate Outreach (GO) Masters Degree in Education is content and field-based oriented. The objective is to provide an individualized approach to learning which will contribute to professional growth and development of educators through a personally developed integrated sequence of studies.

The degree of Master in Education will be awarded upon completion of the program. If certification is sought, all regulations and program requirements currently in effect at Marshall University must be met.

The objectives of the program are two-fold: (1) To address the personalized needs of West Virginia educators who have unique perspective on their own professional growth and development, and (2) to make it possible for mature professionals to assume more responsibility for their own professional growth and development. To achieve these purposes, we propose to allow students to achieve a Masters Degree in Education through more self-study, off-campus course work, and study offered through inservice programs at the county school level.

### Requirements of the Program

- A. Minimum of three semester hours in Research and Writing.
- B. Minimum of three hours in the study of Human Growth and Development - EDF 616, EDF 619, CR 648, or other three hours of graduate credit approved by the advisor and the steering committee
- C. Minimum of three hours of Curriculum Development - CI 609, CI 610, CI 501, or other three hours of graduate credit in curriculum approved by the advisor and the steering committee.
- D. A minimum of three hours related to a course of study in an area of specialization.

### Generalist Requirements

A minimum of twelve hours of course work related to the student's identified area of interest.

### Alternative Course Work:

A maximum of twelve hours of credit may be given for alternative and independent activities. The activities must be related to the student's identified area of interest and approved by the GO Steering Committee. Examples of such activities are: special topics courses, credit for appropriate inservice activities, thesis, problem reports, review of literature, and internship.

## M. THE GRADUATE OUTREACH (GO) CERTIFICATE OF ADVANCED STUDY

The Graduate Outreach (GO) Certificate of Advanced Study Program is content and field-based oriented. The objective is to provide an individualized approach to learning which will contribute to professional growth and development of educators through a personally developed integrated sequence of studies.

The Certificate of Advanced Study will be awarded upon completion of the program. If certification is sought, all regulations and program requirements currently in effect at Marshall University must be met.

The objectives of the program are two fold: (1) To address the personalized needs of West Virginia educators who have unique perspective on their own professional growth and development, and (2) to make it possible for mature professionals to assume more responsibility for their own professional growth and development. To achieve these purposes, we propose to allow students to achieve a Certificate of Advanced Study in Education through more self-study, off-campus course work, and study offered through inservice programs at the county school level.

### Requirements of the Program

- A. Student must possess a Masters Degree in Education (or equivalent), and be admitted to Marshall University Graduate School to enter the program.
- B. All work required for the completion of the program shall be determined in consultation with the student, advisor, and GO Steering Committee. The number of hours to be completed beyond the Masters Degree will be a minimum of 36 hours. The program of studies adopted by the student and the GO Committee shall be filed with the graduate dean. If the student's Masters Degree does not include the following areas, the student must complete each of the following:
  1. Minimum of three semester hours in Research and Writing.
  2. Minimum of three hours in the study of Human Growth and Development - EDF



- 616, EDF 619, CR 648, or other three hours of graduate credit in area of HGD approved by the advisor and steering committee.
3. Minimum of three hours of Curriculum Development - CI 609, CI 610, CI 501, or other three hours of graduate credit in area of curriculum approved by the advisor and steering committee.
4. A laboratory, practicum, internship or similar experience is required in all programs. This requirement may be waived for inservice teachers and other professional school personnel having a minimum of one year experience.

## N. CERTIFICATE OF ADVANCED STUDY IN CURRICULUM AND FOUNDATIONS

### Introduction

The Certificate of Advanced Study in Curriculum and Foundations is earned by completing a minimum one year of graduate work in residence including such course work as identified in item three (3) below and completing such other courses and requirements as determined by the student and his advisory committee. Completion of specified course work and other specified experiences does not lead necessarily to the issuance of the certificate. The student must be recommended by his advisory committee before the certificate is issued.

### Objectives

The following objectives may be met by the program of studies leading to the certificate:

1. Give directed study for courses leading to salary classifications M.A. + 15 and M.A. + 30.
2. Extend the applicant's teaching and professional skills.
3. May lead to additional endorsements (if directed in this way)
4. Prepare the applicant for additional roles such as department chairperson, curriculum planner, lead teacher, teacher education associate, etc.

### Entrance Requirements

1. Possess M.A. in education.
2. Be admitted to the Marshall University Graduate School.

### Admission and Program Activities

1. Apply for admission on forms provided by the Dean of Graduate School, Marshall University, Huntington, WV 25701.
2. Following admission the student will:
  - a. Select an advisory committee to help plan and develop his program (minimum of three members). The student will first choose an advisor with whose help the additional members of the committee will be chosen.
  - b. The student's advisory committee may include a member outside the department if the professional objectives call for such.
  - c. Submit a letter of intention, indicating the objectives the student has in mind by pursuing the two-year program.
3. All additional work required for completion of the program shall be determined by the student in consultation with the advisory committee. Courses may be selected outside the field of education with the approval of the advisory committee. The number of hours to be completed beyond the M.A. will be 30-36. The program of studies adopted by the student and the committee shall be filed with the graduate dean and the chairman of the department and shall include the following:
  - a. A minimum of one three semester hour course in curriculum development of curriculum assessment at both the elementary and secondary levels - CI 501, 609, 610, 615, 635 - 6 hours.
  - b. A minimum of one three hour course in the history and/or philosophy of education - EDF 560, 615 - 3 hrs.
  - c. A minimum of one three hour course in instructional strategies and/or instructional models - CI 618, 623, 624, EDF 619, other advanced methods at option of committee - 3 hours.
  - d. A minimum of one three hour course in Human Growth and Development - EDF 616 - 3 hours.
  - e. Electives to complete program objectives.
4. A laboratory, practicum, internship or similar experience is required in all programs. This

- requirement may be met by inservice teachers and other professional school personnel having a minimum of one year experience.
5. Other departments will be consulted relative to courses that will be useful in helping the student meet his objectives.
  6. Transfer of credit from other graduate schools to be applied toward the two-year program shall be left to the discretion of the student's advisory committee. At least one-half the required work must be completed as Marshall's credit.
  7. The research and theory requirement for the two-year program shall be determined by the student's advisory committee in terms of the research already completed and the student's objectives which necessitate advanced research projects.
  8. At least ten weeks of full-time residence study is required.
  9. The student shall be required to take either a written comprehensive examination, or a general oral examination in keeping with his planned objectives. These examinations will be given under the supervision of the advisory committee as the final step in completing the two-year program.
  10. Upon the completion of the two-year program, the student will be awarded a Marshall University Certificate of Advanced Study in the area of specialty.
  11. A thesis may be written by the student. The total number of hours may be reduced by the student's committee up to a maximum of six hours. See Item no. 7.

### CURRICULUM AND INSTRUCTION (CI)

501. **MIDDLE CHILDHOOD CURRICULUM. 3 hrs.**  
The study of procedures for creating a functional middle childhood curriculum with emphasis upon the needs of middle childhood learners.
503. **METHODS AND MATERIALS OF TEACHING IN THE MIDDLE CHILDHOOD GRADES. 3 hrs.**  
The study of methods appropriate for teaching in the middle childhood grades and the production and utilization of materials and resources in these grades.
504. **TEACHING READING IN THE MIDDLE CHILDHOOD GRADES. 3 hrs.**  
Principles, techniques, and methods underlying the teaching of reading in the middle school.
505. **SEMINAR AND FIELD EXPERIENCE IN TEACHING STRATEGIES FOR THE MIDDLE CHILDHOOD GRADES. 3 hrs.**  
A guided program of readings, field experience, reports and discussions. No student may register for this course a second time.
511. **ANALYSIS OF TEACHING IN EARLY YEARS. 2 hrs.**  
The analysis and appraisal of teaching strategies employed in the teaching of young children. (CR: CI 630)
517. **COMPREHENSIVE CLASSROOM DISCIPLINE TECHNIQUES. 3 hrs.**  
Identification of common classroom discipline problems and techniques for dealing with behavioral incidents in school settings K-12.
520. **SPECIAL EDUCATION: INTRODUCTION TO EXCEPTIONAL CHILDREN. 3 hrs. I, II, S.**  
An introduction to the study of children who deviate from the average in mental, physical, and social characteristics, including a study of the characteristics of such children and the adaptation of educational procedures to their abilities and disabilities.
521. **SPECIAL EDUCATION: BEHAVIORAL CHARACTERISTICS OF EXCEPTIONAL CHILDREN. 3 hrs. I, II, S.**  
Behavioral characteristics of children with exceptional development, dynamics of family-community interaction, and attitudes toward exceptional conditions. Implications for amelioration and educational planning.
522. **SPECIAL EDUCATION: INTRODUCTION TO EDUCATION OF DISADVANTAGED. 3 hrs. I, II, S.**  
Analysis and exploration of causes of difficulties that accompany the disadvantaged learner. Strategies for structuring learning experiences according to needs will be considered.
523. **SPECIAL EDUCATION: INTRODUCTION TO LEARNING DISABILITIES. 3 hrs. I, II, S.**  
An integrated, concise overview of specific learning disabilities; definitions, etiology; observable and identifiable symptoms and implications for amelioration. (CI 520)
524. **SPECIAL EDUCATION: INTRODUCTION TO EMOTIONAL DISTURBANCES. 3 hrs. I, S.**  
Characteristics of emotional-social disturbances in children; dysfunction in behavior, academic achievement, and social relationships, etiology and educational implications

- are presented. (CI 520 and 521)
525. **CURRICULUM AND METHODS FOR THE SEVERELY AND MULTIPLY HANDICAPPED. 3 hrs. I, II.**  
A review of curriculum development and methods used to teach severely and multiply handicapped persons. Evaluation techniques, program development, adaptation of materials and equipment and teaching methods are presented. (PR: CI 520)
526. **INTRODUCTION TO THE GIFTED. 3 hrs.**  
An overview of giftedness in children, definitions, etiology, observable characteristics and implications for educational agencies. (CI 520 or Perm)
533. **SPECIAL EDUCATION: INTRODUCTION TO THE MENTALLY RETARDED. 3 hrs. I, S.**  
Acquaints teachers with the characteristics and needs of the mentally retarded child. The status of the mentally retarded in our society and the impact of mental retardation on education. (PR: Curriculum and Instruction 520. CR: Field experience)
541. **SECONDARY EDUCATION: LITERARY MATERIALS FOR ENGLISH AND SOCIAL STUDIES. 3 hrs. I, S.**  
To acquaint teachers of English and social studies with a variety of literary selections suitable for students, grades 7-12.
544. **SPECIAL EDUCATION: INTRODUCTION TO CRIPPLED AND OTHER HEALTH IMPAIRED CHILDREN. 3 hrs. I, II, S.**  
Psychological, social, emotional and educational problems which may accompany crippling conditions. (PR: Curriculum and Instruction 520)
553. **SPECIAL EDUCATION: CURRICULUM AND METHODS FOR THE MENTALLY RETARDED. 3 hrs. II, S.**  
Principles and current trends in curriculum development are reviewed and evaluated toward the development of specific curricula for the mentally retarded. Methods and materials are presented in relation to this development. (PR: Curriculum and Instruction 520 or 533 or permission of department chairman.)
557. **ELEMENTARY EDUCATION: TEACHING CONTEMPORARY MATHEMATICS. 3 hrs.**  
Application of modern methods and techniques in the implementation of a contemporary elementary mathematics program.
559. **MULTICULTURAL INFLUENCES IN EDUCATION: MATERIALS AND TECHNIQUES. 3 hrs. I, S.**  
Multicultural education with an emphasis on methods and materials for teaching students from diverse cultural backgrounds.
- 560, 561, 562, 563, 564. **PROFESSIONAL DEVELOPMENT: (IDENTIFYING CONTENT TITLE TO BE ADDED)**  
Courses and activities designed to meet the specific inservice needs of public school personnel. Credit in these courses may be used for certificate renewal and salary upgrading if approved.
- 582-583-584-585. **SPECIAL TOPICS. 1-4; 1-4; 1-4; 1-4 hrs. I, II, S.**
595. **SPECIAL EDUCATION: EDUCATION OF CRIPPLED AND OTHER HEALTH IMPAIRED CHILDREN. 3 hrs. II, S.**  
Etiological aspects, psychological overtones and educational implications of the study of crippling and other health problems. (Observation and activity). (PR: Curriculum and Instruction 520 or consent of instructor).
601. **PSYCHOLOGICAL FOUNDATIONS OF GIFTEDNESS. 3 hrs.**  
A study of measures used to identify the gifted and interpretation of results, psychological development of the gifted and psychological pressures, problems and adjustments strategies towards mental health in the gifted child. (PR: Curriculum and Instruction 602)
602. **EDUCATION OF THE GIFTED. 3 hrs.**  
Educational models, identification techniques, teaching strategies and resources available for gifted children. Current trends in curriculum development for the gifted are also examined. (PR: Curriculum and Instruction 526)
603. **FIELD EXPERIENCE: GIFTED. 3 hrs. S.**  
Supervised experiences (one semester) in field work with children who exhibit potential giftedness. (PR: CI 520, 526, and 602)
604. **PRACTICUM IN EMOTIONAL DISTURBANCES. 3 hrs.**  
An initial participation and observation experience with children experiencing behavior problems. Course evolves around bi-weekly seminar and selected projects.
606. **TEACHING READING IN THE SECONDARY SCHOOL. 3 hrs.**  
Principles, techniques, and methods underlying the teaching of reading in junior and senior high schools.



607. **ELEMENTARY EDUCATION: BASIC SKILLS AND STRATEGIES FOR TEACHING LANGUAGE/READING.** 3 hrs. I, II, S.  
Basic reading skills, techniques, and procedures. Analysis of selected approaches to teaching reading. (PR: CI 520)
608. **ELEMENTARY EDUCATION: LANGUAGE/READING: ASSESSMENT AND PRESCRIPTION.** 3 hrs. II.  
Techniques of reading assessment and prescription for children in elementary schools.
609. **ELEMENTARY EDUCATION: CURRICULUM IN THE MODERN ELEMENTARY SCHOOL.** 3 hrs. I, II, S.  
Examination of traditional and current assumptions undergirding the modern elementary school curriculum with emphasis on converting theoretical bases into plans for curriculum change and modernization.
610. **SECONDARY EDUCATION: CURRICULUM IN THE MODERN SECONDARY SCHOOL.** 3 hrs. I, II, S.  
Analysis of the social and political factors which affect secondary school curriculum with emphasis upon trends and developments in high schools today.
618. **ELEMENTARY EDUCATION: INFORMAL LEARNING IN ELEMENTARY SCHOOLS.** 3 hrs. I, S.  
Informal learning in the elementary school with an emphasis on the significance of natural child development, learning through games and play, and the British model for infant and junior schools.
620. **CONSERVATION EDUCATION.** 3 hrs. S.  
Basic conservation concepts and course content; the materials and methods for conservation teaching. Elementary of soil, water, and human conservation are presented.
623. **INSTRUCTIONAL MODELS AND ASSESSMENT TECHNIQUES.** 3 hrs. I, S.  
Selected teaching models are analyzed with implications for the role of the teacher; assessment of influences of the teacher.
624. **ADVANCED INSTRUCTIONAL STRATEGIES.** 3 hrs. II, S.  
Performance-based laboratory experiences in a micro-teaching laboratory development of a personalized teaching repertoire. (PR: Curriculum and Instruction 623 or Perm)
625. **SPECIAL EDUCATION: SUPERVISION.** 3 hrs.  
Problems of supervision of programs for the mentally retarded. Preparation of budgets, state regulations, and school relationship. (PR: Curriculum and Instruction 520, 533, 540 and 553)
626. **SPECIAL EDUCATION: DIAGNOSTIC-CLINICAL PRACTICES.** 3 hrs. I, S.  
Team approach to diagnosis and treatment of exceptional children. (PR: Curriculum and Instruction 520, 540, and 553)
628. **SPECIAL EDUCATION: REHABILITATION TECHNIQUES.** 3 hrs.  
Team approach to physical, mental, and emotional rehabilitation. Methods of identification and assessment; case study and referrals; follow-up procedures; vocational placement and VR-public school cooperation endeavors. (PR: Curriculum and Instruction 520, 533 or Perm)
629. **SPECIAL EDUCATION: SEMINAR.** 3 hrs. II, S.  
Research methods and current significant findings in special education. Guest speakers. (PR: Curriculum and Instruction 520)
630. **EARLY CHILDHOOD EDUCATION: PRACTICUM IN KINDERGARTEN EDUCATION.** 4 hrs. I, S.  
Supervised experience in teaching kindergarten with a concurrent seminar in organization and administration.
631. **EARLY CHILDHOOD EDUCATION: CURRENT INFLUENCES ON EARLY CHILDHOOD EDUCATION.** 3 hrs. II, S.  
A study of recent findings in the behavioral sciences and their implications for early childhood education.
632. **EARLY CHILDHOOD EDUCATION: EARLY CHILDHOOD PROGRAMS.** 3 hrs. I, S.  
An examination of past and present programs for young children with opportunity provided for curriculum development. (PR: Curriculum and Instruction 631)
633. **EARLY CHILDHOOD EDUCATION: ADULT INVOLVEMENT IN EARLY EDUCATION.** 3 hrs. II, S.  
Ways of communicating and involving paraprofessionals, parents, volunteers, staff in the education of young children.
634. **LANGUAGE AND COGNITION IN EARLY CHILDHOOD.** 3 hrs. II, S.  
Examination of selected studies in language acquisition and cognitive development of

- children from birth to eight years of age.
635. **EVALUATION IN ELEMENTARY AND SECONDARY SCHOOLS. 3 hrs. S.**  
Procedures for evaluating effectiveness of a school program with emphasis on procedures other than formal tests.
636. **READING EDUCATION: MODERN ELEMENTARY SCHOOL READING PROGRAM. 3 hrs. I, S.**  
Survey, analysis and evaluation of methodology as related to educational objectives, learning theory and principles of human growth and development. (PR: Curriculum and Instruction 343 or 607 for elementary majors; 445 or 606 for secondary majors)
637. **READING EDUCATION: DIAGNOSIS AND CORRECTION OF READING DIFFICULTIES. 3 hrs. II, S.**  
Study and the causes of reading difficulties, diagnostic devices and techniques, and remedial methods and materials. (PR: Curriculum and Instruction 636 or 644)
639. **READING EDUCATION: SEMINAR: PLANNING, ORGANIZING AND SUPERVISING A READING PROGRAM. 3 hrs. II, S.**  
This course is designed as an in-depth study and analysis of the planning and organizing of reading programs at various administrative levels. (PR: Curriculum and Instruction 643)
640. **LITERATURE. 1-3 hrs. I, II, S.**  
A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to education; readings selected with guidance of advisor. Only one registration for Curriculum and Instruction 640 is permitted.
641. **SEMINAR. 2-3 hrs. I, II, S.**  
A guided program of readings, reports and discussions. No student may register for this course a second time.
642. **READING EDUCATION: SEMINAR: READING INSTRUCTION FOR INDIVIDUALS WITH SPECIAL NEEDS. 3 hrs. I, II, S.**  
Study of research findings, methodology and instructional materials for atypical learners, illiterate adults and others. (PR: Curriculum and Instruction 643)
643. **PRACTICUM IN THE DIAGNOSIS AND CORRECTION OF READING DIFFICULTIES--ELEMENTARY AND SECONDARY. 3 hrs. I, S.**  
Clinical experiences in the diagnosis and corrective treatment of reading disabilities. (PR: Curriculum and Instruction 637)
644. **THE MODERN SECONDARY SCHOOL READING PROGRAM. 3 hrs.**  
Survey, analysis, and evaluation of methodology as related to educational objectives, learning theory, and principles of human growth and development at the secondary level.
645. **SPECIAL EDUCATION: EDUCATION OF PERSONS WITH EMOTIONAL DISTURBANCES. 3 hrs. II, S.**  
Recognition of emotional-social disturbances, assessment of educational needs, establishment of programs to implement behavioral change and provide necessary modification in educational programs to remediate learning and behavioral difficulties of children. (PR: Curriculum and Instruction 520)
646. **SPECIAL EDUCATION: FIELD EXPERIENCES: LEARNING DISABILITIES. 3 hrs. II, S.**  
Supervised experiences of one semester in field work with children or youth who exhibit symptoms of problems in learning. (PR: Permission of instructor)
647. **SPECIAL EDUCATION: EDUCATION OF THE LEARNING DISTURBANCES. 3 hrs. I, S.**  
Theories, diagnosis, and teaching strategies concerning children who exhibit symptoms of any or several learning disabilities. (PR: Curriculum and Instruction 520)
648. **SPECIAL EDUCATION: FIELD EXPERIENCES: CRIPPLING CONDITIONS. 3 hrs. I, II, S.**  
Teaching under supervision in cooperating public schools. (PR: Curriculum and Instruction 544 or permission of department chairman)
649. **SPECIAL EDUCATION: FIELD EXPERIENCES: EMOTIONAL DISTURBANCES. 3 hrs. II, S.**  
Supervised field experiences (one semester) working with children who exhibit symptoms of emotional disturbances-behavioral disorders. (PR: Curriculum and Instruction 520 and 523)
650. **SPECIAL EDUCATION: DIAGNOSTIC EVALUATION AND PRESCRIPTIVE TEACHING TECHNIQUES. 3 hrs. II, S.**  
Educational assessment and diagnostic evaluation for remediation-amelioration; advanced course for providing understanding and utilization of evaluation, teacher assessment, and analysis for programming for exceptional individuals. (PR: Curriculum and

Instruction 520 and 626)

651. **SPECIAL EDUCATION: FIELD EXPERIENCE: MENTAL RETARDATION.**  
4 hrs. I, II, S.  
All-day supervised teaching in special classes in the public schools required of all students who are completing curriculum for teachers of mentally retarded children. (PR: Perm)
652. **SECONDARY EDUCATION: INVESTIGATIONS IN TEACHING ENGLISH IN SECONDARY SCHOOLS.** 3 hrs.  
Emphasis on specific problems in teaching English rather than general techniques.
656. **ELEMENTARY EDUCATION: TEACHING LANGUAGE ARTS.**  
3 hrs. S.  
A unified Reading-Language instructional approach to develop a basic understanding of reading-language related principles derived from disciplines, research, and innovative classroom practices.
657. **ELEMENTARY EDUCATION: ADVANCED TECHNIQUES IN TEACHING ELEMENTARY MATHEMATICS.** 3 hrs. II, S.  
Historical, social, psychological, and philosophical foundations of mathematics education; investigation of current trends and issues in contemporary programs. (PR: Curriculum and Instruction 300 or 557)
658. **ELEMENTARY EDUCATION: CLINICAL PRACTICE ARITHMETIC INSTRUCTION.** 3 hrs. S.  
Working with pupils under guidance; diagnosing, planning and putting into effect an instructional program for a limited number of pupils.
667. **SECONDARY EDUCATION: TEACHING SOCIAL STUDIES IN SECONDARY SCHOOLS.** 2-3 hrs. S.  
Plans for teaching social studies with suggestions for procurement and use of materials.
668. **SECONDARY EDUCATION: TEACHING BIOLOGICAL SCIENCES.**  
3 hrs. S.  
Methods, materials and techniques for teaching biology using demonstrations and laboratory experiences, projects and reports, field trips and audiovisual aids. Providing and maintaining equipment.
670. **ELEMENTARY EDUCATION: TEACHING SOCIAL STUDIES IN ELEMENTARY SCHOOLS.** 3 hrs. I, II, S.  
Materials and procedures for teaching social studies with emphasis on a survey of successful programs of instruction.
671. **ELEMENTARY EDUCATION: ADVANCED TECHNIQUES IN TEACHING SCIENCE.** 3 hrs.  
Intensive concentration on helping children inquire into the earth, physical, and biological sciences through modern methods and media. (Rec: Curriculum and Instruction 307 or equivalent)
672. **PRACTICUM IN ELEMENTARY EDUCATION.** 3 hrs.  
Clinical Experience: Directed activity in a clinical setting.
678. **THE SUPERVISING TEACHER.** 3 hrs.  
Duties and responsibilities of the teacher who supervises student teachers.
681. **THESIS.** 1-6 hrs. I, II, S.  
Students completing 681 must defend their thesis in an oral examination.

#### EDUCATIONAL-FOUNDATIONS (EDF)

502. **PSYCHOLOGY OF THE MIDDLE CHILDHOOD STUDENT.** 3 hrs.  
A course in the study of developmental principles relating to the physical, cognitive, social, and moral development of the middle childhood student 10-14 years old)
515. **HISTORY OF MODERN EDUCATION.** 3 hrs. I, II, S.  
Our debt to the ancient Hebrews, Greeks, and Romans. Emphasis also is placed upon the movements since the beginning of the Renaissance.
517. **STATISTICAL METHODS.** 3 hrs. I, II, S.  
A foundation course in descriptive and inferential statistics as applied in education and the social sciences.
535. **TESTS AND MEASUREMENTS.** 3 hrs. I, II, S.  
History, philosophy and elementary statistical methods for testing, measuring and evaluating pupil behavior are studied. (Rec: Educational Foundations 319 or equivalent)
560. **PHILOSOPHY OF EDUCATION.** 3 hrs. I, II, S.  
Surveys basic philosophy schools and concepts and their application to educational practice. (Rec: Educational Foundations 319 or equivalent)
- 582-583-584-585. **SPECIAL TOPICS.** 1-4; 1-4; 1-4; 1-4 hrs. I, II, S.



615. **HISTORY OF EDUCATION IN THE UNITED STATES. 3 hrs. S.**  
Development of public and private educational systems in the United States.
616. **ADVANCED STUDIES IN HUMAN DEVELOPMENT. 3 hrs. I, II, S.**  
The nature of human growth and development from infancy to adulthood.
619. **EDUCATIONAL PSYCHOLOGY. 3 hrs. I, or II, S.**  
Study of learning theories and their application to teaching.
621. **EDUCATIONAL RESEARCH AND WRITING. 3 hrs. I, II, S.**  
Research methods and techniques and their application.
640. **LITERATURE. 1-3 hrs. I, II, S.**  
A program of reading, either extensive or intensive, and reports on a group of outstanding contributions to education; readings selected with guidance of adviser. Only one registration for this course is permitted.
641. **SEMINAR. 2-3 hrs. I, II, S.**  
A guided program of readings, reports and discussions. No student may register for this course a second time.
679. **PROBLEM REPORT. 1-3 hrs. I, II, S.**  
The preparation of a written report on a research problem, experiment or field project in education. This report is not a thesis; students must complete an additional 33 credit hours unless 679 is followed by 681 for 3 hours credit.
681. **THESIS. 3-6 hrs. I, II, S.**  
May be taken for 3 hours of credit by students whose reports in 679 were excellent and are of such character as to warrant further research. Students completing 679 and 681 for a total of 6 hours may qualify for the master's degree by earning an additional 26 hours of credit. Students completing 681 must defend their thesis in an oral examination.

#### EDUCATIONAL MEDIA (EDM)

Requirements for the school librarianship curriculum are listed under Education-Curriculum and Instruction, Library Science.

501. **HISTORY OF BOOKS AND LIBRARIES. 3 hrs.**  
Overview of library development from the classical world to the present and a survey of the development of books, printing, and writing.
504. **BOOK SELECTION FOR CHILDREN. 3 hrs. I.**  
Survey of the development of children's literature with emphasis on modern books; evaluation of the aids and standards for selection of books and materials in this area; techniques of determining reading levels and study of reading skills; study and comparison of the work of illustrators of children's books and various editions of individual titles with emphasis on story-telling.
505. **BOOK SELECTION FOR ADOLESCENTS AND ADULTS. 3 hrs. II.**  
Survey of books and other materials adapted to the needs of adolescents and adults correlated with all subject areas; critical evaluation of standard, classic and current books with aids and criteria for selection; techniques of reading guidance, including determination of reading levels and study of reading skills; book talks, book reviews, and book notes.
510. **FOUNDATIONS OF MASS COMMUNICATIONS. 3 hrs. I.**  
Survey of social and psychological causes and effects of reading and mass communications (newspapers, magazines, radio, motion pictures, television) with reference to their importance to librarians, educational media specialists, and other communications personnel.
550. **LIBRARY PRACTICE (FIELD WORK). 3 hrs. I, II, S.**  
Experiences in the application of techniques of library service, adapted as far as possible to the student's needs. (PR: Fifteen hours of library science)  
Application for permission to enroll in this course must be filed with the Dean of the Graduate School a minimum of five weeks prior to the beginning of the semester or term in which the student wishes to enroll for the course. Accepted applicants will be notified when approved.
565. **UTILIZATION OF EDUCATIONAL MEDIA. 3 hrs. I, II, S.**  
Utilization of educational media materials, equipment, and techniques.
566. **PRODUCTION OF AUDIOVISUAL AIDS. 3 hrs. I, S.**  
Basic techniques in making slides, photographs, dry and wet mountings, transparencies, posters, charts, and similar graphic instructional materials.
582. **SPECIAL TOPICS. 1-4 hrs. I, II, S.**
604. **READING GUIDANCE. 3 hrs.**  
Study of current research on reading interests and habits of young people and adults;

methods of relating readers and materials.

607. **THE LIBRARY AND THE CURRICULUM. 3 hrs.**  
Survey of elementary and secondary school curricula with emphasis on materials which enrich the teaching of various subjects.
610. **ADMINISTRATION AND OPERATION OF LIBRARIES. 3 hrs. I, II, S.**  
Introduction to the fundamental processes and activities of various types of libraries including the purposes and relationships of routines and records.
612. **AUDIOVISUAL ADMINISTRATION AND SUPERVISION. 3 hrs. I, II, S.**  
Theory and practice related to financing, maintaining, and improving audiovisual programs; based upon internship activities in one or more audiovisual or media center. (PR: Six hours of work in educational media or permission of instructor.)
615. **ADVANCED REFERENCE. 3 hrs.**  
Study of specialized reference tools. (Rec: Educational Media 315 or equivalent)
620. **ADVANCED CATALOGING AND CLASSIFICATION. 3 hrs.**  
Covers Library of Congress and Dewey Decimal classification systems. Practice in detailed descriptive and subject cataloging of special materials, including non-print materials.
621. **EDUCATIONAL MEDIA RESEARCH AND WRITING. 3 hrs. II.**  
Materials and methods of research useful for librarians, audiovisual and educational media supervisors.
635. **GOVERNMENT PUBLICATIONS AND SPECIAL MATERIALS. 3 hrs.**  
The form, production, distribution and subject content of official publications of state and national governments and of international agencies. Selection, acquisition, organization and use of these materials. (PR: Educational Media 615)
640. **READINGS IN EDUCATIONAL MEDIA. 3 hrs. I, II, S.**  
Readings and reports on significant publications in the educational media field, stressing print, non-print, or both types of media, 640 may only be taken once.
641. **SEMINAR. 3 hrs.**  
Supervised program of readings, reports, and individual and group projects. (PR: Six hours of graduate work in educational media or equivalent field experience as approved by the instructor)
679. **PROBLEM REPORT IN EDUCATIONAL MEDIA. 3 hrs. I, II, S.**  
Preparation of a written, filmed, graphic or similar research project. Must be completed by those who later enroll for EDM 681, Thesis, but is not restricted to such persons. (PR: Six hours of graduate work in educational media or equivalent field experience as approved by the instructor)
681. **THESIS IN EDUCATIONAL MEDIA. 3 hrs. I, II, S.**  
Available only to those whose work in EDM 679 or equivalent was exemplary and worthy of expansion. The theses must be defended in an oral examination. Successful completion of EDM 679 and EDM 681 reduces the total credit hours required for the degree by three hours. (PR: EDM 679 or equivalent)

## ENGLISH (ENG)

### Admission to Candidacy and Major Degree Requirements

Graduate courses in English provide detailed consideration of authors, literary types, and periods of literary history, as well as English language history and linguistics. Students are expected to acquire a broad acquaintance with the whole range of English and American literature and the English language and to become thoroughly familiar with the forms of literature, critical standards, and the materials and methods of literary research.

Each candidate for the Master of Arts in English must select an area of specialization. The areas include linguistics, Medieval literature, Renaissance literature, Eighteenth century literature, Nineteenth century literature, American literature, Modern literature, and criticism. The candidate may complete his specialization by taking three courses in an area or by taking two courses and writing a thesis in an area. In addition to this specialization each candidate must take at least one course in four other areas.

Students who major in English must have at least 15 undergraduate hours in English and American literature. Students taking English as a minor must have six hours credit in literature on the undergraduate level. Students with deficiencies may enroll for graduate work but may be asked to take undergraduate courses suggested by the department before admission to candidacy for the degree. A minimum of six hours of college credit in a foreign language or demonstrated reading ability is required for admission to candidacy.

English 630 is required for a major in English and is usually offered twice during each year, once in the regular term, usually in the fall semester, and once in the summer session. This course

should be scheduled among the first 12 hours of graduate study.

To complete his work for the Master's degree in English the candidate must take 36 hours of course work or, if he writes a thesis, 32 hours, six of which may be earned by the writing of the thesis. The required grade average is 3.0 (B), and the candidate must pass a comprehensive examination upon the completion of his course work.

Graduate students in English should discuss their backgrounds and programs frequently with their adviser.

508. **ADVANCED EXPOSITORY WRITING. 3 hrs.**  
An advanced general composition course for all graduate students. Practice in the rhetorical types and styles used by professionals in all fields. Assignments adapted to the student's major.
511. **CHAUCEER. 3 hrs.**  
Background and influences with biographical and critical study.
513. **ENGLISH NOVEL TO 1800. 3 hrs.**  
Defoe, Richardson, Fielding, Smollett, and Sterne, with supporting study of their most important predecessors and contemporaries.
514. **NINETEENTH CENTURY ENGLISH NOVEL. 3 hrs.**  
Austen, Scott, the Brontës, Eliot, Dickens, Thackeray, Trollope, Meredith, Hardy, Butler, Wilde, and their contemporaries.
515. **VICTORIAN POETRY. 3 hrs.**  
Emphasis on Tennyson, Browning, Arnold, Hopkins, Hardy and the pre-Raphaelites.
517. **ENGLISH DRAMA TO 1642. 3 hrs.**  
Non-Shakespearean English drama from its beginnings to the closing of the theatres.
533. **CONTEMPORARY ENGLISH POETRY. 3 hrs.**  
Principal poetry since the Victorian period.
534. **CONTEMPORARY AMERICAN POETRY. 3 hrs.**  
Principal poetry since 1900.
536. **EARLY AND MEDIEVAL LITERATURE. 3 hrs.**  
Nondramatic English literature exclusive of Chaucer, including Old English prose and poetry, early ballads and lyrics, metrical and prose romances, and the works of Langland and Malory.
537. **ENGLISH NONDRAMATIC LITERATURE OF THE SIXTEENTH CENTURY. 3 hrs.**  
Nondramatic prose and poetry including Sidney, Spenser, Lyly, Dekker, Lodge, Nash, Greene and Bacon.
538. **ENGLISH NONDRAMATIC LITERATURE OF THE SEVENTEENTH CENTURY. 3 hrs.**  
Nondramatic prose and poetry of the period.
540. **AMERICAN LITERATURE FROM 1800 TO 1885. 3 hrs.**  
Prose and poetry of Bryant, Irving, Poe, Hawthorne, Emerson, Thoreau, and their contemporaries.
541. **AMERICAN LITERATURE FROM 1885 TO 1925. 3 hrs.**  
Study of major American poetry and nonfictional prose of the late nineteenth and early twentieth centuries, Whitman, Dickinson, and others.
542. **AMERICAN NOVEL TO 1900. 3 hrs.**  
Historical and critical study from the beginnings.
546. **DRAMA OF THE RESTORATION AND 18TH CENTURY. 3 hrs.**  
Trends, movements, and dramatic types in the English theatre of this period.
547. **ENGLISH ROMANTIC POETS. 3 hrs.**  
Emphasis on Blake, Wordsworth, Coleridge, Byron, Shelley, and Keats.
555. **LITERARY CRITICISM. 3 hrs.**  
Historical study, with application of principles.
560. **ENGLISH LITERATURE FROM 1660 TO 1745. 3 hrs.**  
Dryden, Swift, Pope, and their contemporaries.
561. **ENGLISH LITERATURE FROM 1745 TO 1800. 3 hrs.**  
Major literature of the Age of Johnson
571. **LINGUISTICS FOR ELEMENTARY SCHOOL TEACHERS. 3 hrs.**  
Application of principles of linguistic science to the teaching of language arts in the elementary grades.
575. **INTRODUCTION TO LINGUISTICS. 3 hrs.**  
The structural and descriptive approach to study of the English language.
576. **MODERN GRAMMAR.**  
A descriptive analysis of the structure of present day American English, utilizing the basic theory of generative transformational grammar. (PR: English 475 or 575 or



permission of instructor)

580-581-582-583. **SPECIAL TOPICS.** 1-4; 1-4; 1-4; 1-4 hrs.

600. **SHAKESPEARE.** 3 hrs.

Intensive reading of Shakespeare's plays. Problems of Shakespearean scholarship.

601. **FOLK AND POPULAR LITERATURE.** 3 hrs.

A study of types, variants, backgrounds, and influences.

604. **THE ENGLISH LANGUAGE TO THE EARLY MODERN PERIOD.** 3 hrs.

The development of English sounds, grammar, syntax and vocabulary from selected texts. Emphasis is upon middle English and the transitional period to early modern English, especially in the areas of dialect and vocabulary.

605. **THE ENGLISH LANGUAGE FROM THE EARLY MODERN PERIOD.** 3 hrs.

An examination of early modern and 18th century English sounds, grammar, syntax and vocabulary from selected texts, illustrating the literary uses of language and the development of grammatical theory.

609. **MILTON.** 3 hrs.

Biographical and critical study, including Milton's English poetry and prose, and his literary and intellectual milieu.

610. **READINGS IN ENGLISH AND AMERICAN LITERATURE.** 2-3 hrs.

Independent reading in a field not covered by regularly scheduled courses. Limited to English majors who have been admitted to candidacy. (PR: Prior approval by department chairman)

611. **INDEPENDENT READINGS.** 3 hrs.

Independent readings and research. Open only to students with an M.A. degree with a major in English or English Education.

616. **ESSAYISTS OF THE 19TH CENTURY.** 3 hrs.

Major British writers of the period.

620. **CONTEMPORARY DRAMA.** 3 hrs.

Major British and American dramatists since 1870.

624. **CONTEMPORARY BRITISH NOVEL.** 3 hrs.

Major British novelists of the twentieth century.

625. **CONTEMPORARY AMERICAN NOVEL.** 3 hrs.

Major American novelists of the twentieth century.

628. **TWENTIETH CENTURY AFRO-AMERICAN LITERATURE.** 3 hrs.

An intensive study of selected novels, plays and poems of the period.

630. **MATERIALS AND METHODS OF RESEARCH.** 3 hrs.

Instruction and practice in scholarly literary research. Required among first 12 hours of course work and prior to admission to candidacy for the Master of Arts degree with a major in English.

640. **TEACHING COLLEGE ENGLISH.** 3 hrs.

Required for graduate assistants in English.

679. **PROBLEM REPORT.** 1-3 hrs.

681. **THESIS.** 1-6 hrs.

## **FINANCE (FIN)**

Program and courses to be found under Business.

## **FRENCH (FRN)**

535. **19TH CENTURY LITERATURE.** 3 hrs.

The French romantic movement as exemplified in the poetry, drama, and the novel of the period. (PR: 6 hours of literature numbered 327 or above or equivalent)

536. **19TH CENTURY LITERATURE.** 3 hrs.

Realistic and naturalistic fiction, realism in the theatre, and selected poems of Baudelaire, the Parnassians, and the Symbolists. (PR: 6 hours of literature numbered 327 or above or equivalent)

580-581. **SPECIAL TOPICS.** 2-4; 2-4 hrs. On demand.

A course for advanced students sufficiently prepared to do constructive work in phases of the language or literature of interest to them. (PR: 6 hours of literature numbered 327 or above or equivalent and consent of instructor.)

## **GEOGRAPHY (GEO)**

### **Admission to Candidacy and Degree Requirements**

Graduate work in geography is for people in public school work, those who wish to prepare for

work in industry, government service, city and regional planning, and for those who plan to continue graduate studies to the doctoral level.

The undergraduate prerequisite for a graduate major is 12 semester hours of geography. For undergraduate social science majors three semester hours of work in another field closely related to geography may be accepted toward meeting the 12-hour requirement for admission to the program.

In general, requirements for admission to candidacy are identical with those required by the Graduate School, except that the department may require a qualifying examination. Requirements for the master's degree consist of meeting the general requirements and completing not fewer than 24 hours in geography. At least one-half of the hours must be earned in 600 series courses. The degree of Master of Arts or Master of Science may be earned and is largely determined by the selection of courses in the minor field.

Hours

A major must include:

Geography 529 and 530 .....	6
Geography 505 or 605 .....	3
Geography 602 or 604 or 608 .....	3
Geography 603 .....	3
Geography 606 or 609 .....	3
Geography 620 .....	3

**501. HISTORICAL GEOGRAPHY OF THE UNITED STATES. 3 hrs.**

Study of coastal settlements, the population spread through Appalachia and the Mississippi Valley, and the development of intermountain and Pacific Coast centers.

**502. GEOGRAPHY OF APPALACHIA. 3 hrs.**

A study of settlement, transportation, manufacturing, agriculture and resource potential.

**503. GEOGRAPHY OF ASIA. 3 hrs.**

Special attention given activities and environment in continental countries and nearby islands.

**505. WORLD POLITICAL GEOGRAPHY. 3 hrs.**

A systematic and regional survey of world political problems and international relations stressing studies of the United States, Europe, and the Soviet Union.

**508. GEOGRAPHY OF MEXICO. 3 hrs.**

Regional study of the relation of man's activities to the natural environment.

**510. URBAN GEOGRAPHY. 3 hrs.**

Study of city function, patterns, past and current problems confronting the city including planning, zoning, housing, and urban renewal.

**512. GEOGRAPHY OF SOVIET LANDS. 3 hrs.**

Russian agriculture, grazing, mining, industry, and transportation examined in environmental terms.

**514. METHODS AND TECHNIQUES OF REGIONAL PLANNING. 3 hrs.**

Introductory planning with emphasis on methods, techniques, tools and principles necessary to accomplish objective regional planning.

**515. REGIONAL PLANNING AND DEVELOPMENT. 3 hrs.**

The philosophy, theories, and principles involved in planning of urban and rural areas.

**516. URBAN AND RURAL LAND USE. 3 hrs.**

A study of the principles and techniques of urban-rural land use, and the problems and issues encountered in the practices of land use.

**518. GEOGRAPHY FOR TEACHERS. 3 hrs.**

A study of elements of geography most essential for effective teaching of geographic content in elementary education and the social studies.

**520. FIELD GEOGRAPHY OF WEST VIRGINIA. 3 hrs.**

Type areas in lumbering, mining, agriculture, and industry studied through field methods.

**525. CLIMATOLOGY. 3 hrs.**

A study of elements of weather and climate, methods of climatic classification, and distribution and characteristics of world climatic regions.

**529. MAP INTELLIGENCE AND PROJECTIONS. 3 hrs.**

Principles and practice in construction of map grid, relation of maps to compass, use of drafting equipment, and understanding of earth features as shown on maps.

**530. APPLIED CARTOGRAPHY. 3 hrs.**

Map making with regard to projection selection, source materials, compilation, restitution, and air photo interpretation. (PR: Geography 529 or permission of instructor)

601. **PROBLEMS IN GEOGRAPHY OF THE FAR EAST. 3 hrs.**  
Agriculture, industry, transportation, and trade of selected regions in eastern Asia and the islands of the western Pacific Ocean.
602. **PROBLEMS IN GEOGRAPHY OF EUROPE. 3 hrs.**  
Consideration of problems in selected countries following a geographical review.
603. **PROBLEMS IN GEOGRAPHY OF NORTH AMERICA. 3 hrs.**  
Relationship of human activities to natural environment in selected regions.
604. **PROBLEMS IN GEOGRAPHY OF LATIN AMERICA. 3 hrs.**  
Problems studied in each country following a geographical review.
605. **GEOGRAPHY IN WORLD POLITICAL AFFAIRS. 3 hrs.**  
Key nations of world studied in light of significance of geographic items and their effects on international relations.
606. **FIELD PROBLEMS IN GEOGRAPHY OF THE TRI-STATE AREA. 3 hrs.**
607. **PROBLEMS IN WORLD ECONOMIC GEOGRAPHY. 3 hrs.**  
Problems of world exchange of outstanding trade items.
608. **PROBLEMS IN GEOGRAPHY OF AFRICA AND AUSTRALIA. 3 hrs.**  
Selected regions studied in both continents.
609. **GEOGRAPHICAL RESEARCH. 3 hrs.**  
Research methods stressed with special attention given to a consideration of the literature of the field.
620. **CONSERVATION EDUCATION. 3 hrs.**  
Presents elements of conservation education in the specific areas of soil, water, and human conservation.
679. **PROBLEM REPORT. 1-3 hrs.**
681. **THESIS. 1-6 hrs.**

## GEOLOGY (GLY)

### DEGREES OFFERED

**MASTER OF SCIENCE (PHYSICAL SCIENCE):** This degree program, offered in cooperation with the Departments of Chemistry and Physical Science and Physics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. Specific degree requirements are listed in the section: Physical Science and Physics.

In addition, the Department offers coursework leading to a minor in Geology which is appropriate to the programs in Biological Sciences, Chemistry, Geography and Physical Science.

500. **SPECIAL TOPICS AND RESEARCH IN GEOLOGY. 1-4 hrs. I, II, S.**  
Independent field and/or laboratory research in a selected phase of the major or minor field. Majors and minors only. (PR: 10 hours of Geology)
515. **ANALYTICAL MINERALOGY. 4 hrs. II, Alternate years (even numbers)**  
A study of the internal symmetry, bonding a structure, and crystal chemistry of minerals by analytical methods. 3 lec-2 lab. (PR: Geology 314 or consent)
518. **INVERTEBRATE PALEONTOLOGY. 4 hrs. I. Alternate years (odd numbers)**  
Taxonomy and morphology of the major invertebrate phyla with an introduction of biometrics as applied to paleontology. 2 lec-2 lab. (Rec: Geology 201 and 325 or Zoology 212 or equivalent)
521. **PETROLOGY. 4 hrs. I. Alternate years (even numbers)**  
Identification and classification of igneous, sedimentary and metamorphic rocks, their origin and occurrence; their geologic and economic. 2 lec-4 lab. (PR: Geology 200, Geology 314 or consent)
522. **ECONOMIC GEOLOGY. 4 hrs. II, Alternate years (even numbers)**  
Origin, distribution and economics of the metallic and non-metallic ore deposits. 3 lec-2 lab. (Rec: Geology 201, 314, or equivalent)
523. **SEDIMENTARY PETROGRAPHY. 3 hrs. II, Alternate years (even numbers)**  
Megascopic and microscopic identification and a depositional and post-depositional interpretation of the sedimentary rocks. 2 lec-2 lab. (Rec: Geology 201 and 314 or equivalent)
525. **GEOCHEMISTRY. 4 hrs. II, Alternate years (odd numbers)**  
Introduction to the principles of geochemistry. The application of elementary chemistry to geologic problems. 3 lec-2 lab. (Rec: Geology 200, Geology 210 or equivalent)
526. **GEOPHYSICS. 4 hrs. II, Alternate years (odd numbers)**  
Development of seismic, gravity, magnetism, electrical and thermal methods to study



- the structure and dynamics of the earth. 3 lec-2 lab. (PR: Geology 201, Physics 203, Mathematics 131)
527. **FOSSIL FUELS. 4 hrs. II, Alternate years (odd numbers)**  
The origin and occurrence of petroleum, coal, and natural gas; the relationships of accumulations to depositional environments and structural history; methods used in exploration, evaluation and recovery. 3 lec-2 lab. (PR: Geology 313, 325 or permission)
551. **PRINCIPLES OF GEOMORPHOLOGY. 3-4 hrs. I., Alternate years (odd numbers), S.**  
Principles of identification and analysis of the world's surficial features in terms of stratigraphy, structure, processes, tectonics and time. 3 lec-2 lab. (optional) (Rec: Geology 200, Geology 210 or equivalent.)
552. **REGIONAL GEOMORPHOLOGY. 3 hrs. II, Alternate years (odd numbers)**  
Description and classification of North America surface morphology and its relationship to bedrock; climate, processes and history. 3 lec. (Rec: Geology 451 or equivalent)
- 553-554 **SEMINAR. 1; 1 hr., I, II.**
555. **WATER RESOURCES. 4 hrs. I, Alternate years (odd numbers)**  
The properties of water, the hydrologic cycle with emphasis on surface and ground-water processes, the uses, needs and problems associated with water resources. (PR: Geology 200, 210L)
556. **ENVIRONMENTAL GEOLOGY. 3 hrs. II. Alternate years (even numbers)**  
Through lecture and demonstration, the interactions of man and the earth, dealing with natural resources, natural hazards, cultural and urban geology and future planning are explained. (PR: Geology 200, 210L)
560. **EARTH SCIENCE I. 4 hrs.**  
A presentation through both laboratory and lecture of the basic concepts of astronomy, earth processes, and time and earth development. 10 lec.-10 lab., one all-day field trip per week. Open only to Institute participants.
561. **EARTH SCIENCE II. 1 hr.**  
This course is designed to reinforce the material presented during the summer by 8 monthly seminars and 8 workshops at the teaching center of 3-4 hours each, and as practical classroom visitations by the staff. (PR: Geology 560)
640. **PHYSICAL ASPECTS OF GEOLOGY. 1-4 hrs.**
641. **BIOLOGICAL ASPECTS OF GEOLOGY. 1-4 hrs.**
642. **CHEMICAL ASPECTS OF GEOLOGY. 1-4 hrs.**
681. **THESIS. 1-6 hrs. I, II, S.**

## GREEK (GR)

- 550-551. **SPECIAL TOPICS IN GREEK. 1-4; 1-4 hrs.**  
(PR: Greek 302 or equivalent and consent of the instructor)

## HEALTH AND PHYSICAL EDUCATION

See also Physical Education

## HEALTH EDUCATION (HE)

526. **CURRICULUM IN HEALTH EDUCATION. 3 hrs. I.**  
A study of principles, objectives, and procedures in curriculum construction for elementary and secondary programs. Historical and philosophical perspectives. Study of existing curricular patterns. (PR: Health Education 321 and 325)
- 582-583-584-585. **SPECIAL TOPICS IN HEALTH EDUCATION. 3; 3; 3; 3 hrs.**  
An in-depth examination of selected Health Education topics through a course, seminar or workshop.

## HISTORY (HST)

### Admission to Candidacy

A student pursuing the Master of Arts degree in history must apply for admission to candidacy in the semester or term immediately following the semester or term in which 12-15 hours of Marshall University graduate credit are completed. To be considered for admission to candidacy a student must have earned a quality point average of at least 3.0 (B) on all graduate work applicable to the degree. The application, bearing a record of courses completed, must be made on a form secured from the Graduate School Office.

## General Requirements for the Master's Degree

A history student whose program requires a thesis must earn 32 hours of credit in graduate courses. Of these 32 hours, credit not to exceed 6 hours may be granted for the thesis. The student must enroll in History 681 Thesis 1-6 hours, for which he is allowed not more than 6 hours of credit. A history student whose program does not require a thesis must complete 36 hours of graduate course work.

A minimum of 18 hours must be earned in the major field and a minimum of 6 hours in a minor field. On recommendation of the Graduate Dean the requirement of a minor may be waived. History students are required to complete History 500 (Methodology). Students must earn credit hours in as many "600 level courses" as in "500 level courses."

It is recommended that student earn credit hours in a wide distribution of historical areas and periods by a broad diversity of instructors.

**500. METHODOLOGY. 3 hrs.**

Survey of literature and practical experience in methods and sources of history through bibliographical study and research papers. Required of students beginning graduate work in history.

**504. AMERICAN DIPLOMACY, 1789-1900. 3 hrs.**

American foreign policy from colonial times to 1900 emphasizing the gradual development of the United States and its achievement of membership in the family of nations.

**505. AMERICAN POLICY, 1900-PRESENT. 3 hrs.**

American foreign relations in the 20th century. The gradual retreat from isolation in the period between World Wars I and II and modern American involvement in international commitments will be stressed.

**506-507. SPECIAL PROBLEMS. 1-3; 1-3 hrs.**

**508. THE AMERICAN CIVIL WAR AND RECONSTRUCTION. 3 hrs.**

**517. THE TRANS-ALLEGHENY FRONTIER. 3 hrs.**

A survey of the significance of the frontier in American history.

**518. EUROPEAN DIPLOMACY. 3 hrs.**

Particular attention is given to the period since the French Revolution. Diplomatic background of the growth of major continental nations. Diplomatic relations with non-European nations in the twentieth century is emphasized.

**519. REPRESENTATIVE HISTORIANS AND THEIR WORK. 3 hrs.**

A general study of significant historians and their works from Herodotus to Toynbee.

**521. THE ERA OF THE RENAISSANCE AND REFORMATION. 3 hrs.**

The impact of the Renaissance upon esthetic, economic, and political developments especially in the 15th and 16th centuries. The decline of Catholicism and the growth of the Protestant movement. The influence of the two movements upon each other is stressed.

**522. THE FRENCH REVOLUTION AND THE NAPOLEONIC ERA. 3 hrs.**

Society and government in Europe before the French Revolution and the influence of the enlightenment; ideas and changes introduced by the revolution and Napoleon and their effect on the institutions and economy of Europe.

**525. EUROPEAN HISTORY 1814-1914. 3 hrs.**

A century of European political, economic, and social history. Its relationship to and influence upon the history of other world areas is noted. The impact of imperialistic rivalry is emphasized.

**526. EUROPEAN HISTORY 1914 TO PRESENT. 3 hrs.**

The impact of World War I upon Europe, the era between two wars. The search for world peace, World War II and its aftermath are major topics of consideration.

**528. INTELLECTUAL AND CULTURAL HISTORY OF MODERN EUROPE. 3 hrs.**

A survey of the main currents in European thought and culture in the nineteenth and twentieth centuries.

**529. RUSSIA TO 1917. 3 hrs.**

A survey of Russian history to 1917 which examines Russia before the Russians, Kievan Russia, Appanage Russia, Muscovite Russia and Imperial Russia. Emphasis is on Imperial Russia.

**530. SOVIET RUSSIA. 3 hrs.**

A continuation of History 429 which examines the development of Soviet Russia from its beginnings to the present. Emphasis is placed on political and economic changes in the Soviet system and on Communist expansion in Europe and Asia.

**532. THE UNITED STATES SINCE 1914. 3 hrs.**

- The United States since the outbreak of the First World War in 1914.
602. **STUART ENGLAND 1603-1714. 3 hrs.**  
An analysis of the Social, Intellectual, Economic, Cultural, and Political History of England in the Stuart Century.
605. **SOCIAL AND ECONOMIC PROBLEMS OF AMERICAN COLONIES. 3 hrs.**  
English colonization in North America during the 17th and 18th centuries, with emphasis on political ideas and institutions, economic developments, social change and conflict.
606. **SOCIAL AND ECONOMIC PROBLEMS OF THE NATIONAL PERIOD, 1789 TO 1865. 3 hrs.**  
The non-military and non-political aspects of the nation during the early laissez-faire period of the industrial revolution.
607. **PROBLEMS IN EUROPEAN HISTORY, 1890-1923. 3 hrs.**  
An analysis of the politics, diplomacy and military strategy of the period of the First World War. Special emphasis is given to the origin of the war, the war itself, the peace settlement and the Russian Revolution and its aftermath.
610. **READINGS IN HISTORY. 2-3 hrs.**  
Readings in topics fitted to the need of the individual student. They may deal with any graduate area. This course is ordinarily restricted to off-campus students and is used sparingly.
613. **HISPANIC AMERICA. 3 hrs.**  
A detailed history of Hispanic America with emphasis on the economic and cultural relations of the Central and South American countries with the United States and with countries of the eastern hemisphere.
614. **AMERICAN REVOLUTIONARY PERIOD, 1760-1789. 3 hrs.**  
American society and British policy on the eve of the American Revolution; debates on political principles and growth of revolutionary movements; war and social adjustments; diplomatic problems and the framing of new governments.
615. **AMERICAN LEADERS SINCE 1865. 3 hrs.**  
The impact of outstanding men and women upon American history from 1865 to the present.
621. **THE VICTORIAN PERIOD IN ENGLAND. 3 hrs.**  
The impact of the industrial revolution upon the Victorian compromise, the growth of modern imperialism as exemplified by England and the background of World War I.
622. **THE FAR EAST IN THE 20TH CENTURY. 3 hrs.**  
Begins with the Sino-Japanese War and stresses the rise of Japan to the position of a world power.
633. **PROBLEMS IN AMERICAN HISTORY, 1877-1917. 3 hrs.**  
A research course in which the student probes a selected problem within the chronological span, 1877-1917.
634. **PROBLEMS IN AMERICAN HISTORY SINCE 1917. 3 hrs.**  
A research course in which a student probes a selected problem within the period since 1917.
679. **PROBLEM REPORT. 1-3 hrs.**
681. **THESIS. 6-1 hrs.**

#### HOME ECONOMICS (HEC)

The Master of Arts degree in home economics requires 32 semester hours of graduate work, of which not more than 6 hours may be earned by a thesis. If a thesis is not submitted, a minimum of 36 hours of course work must be completed. Each graduate is expected to conduct independent research through a special problem and problem report or thesis.

A minimum of 18 hours in home economics is required, including Home Economics 600. The remaining hours are to be planned to meet the individual student's professional needs.

One or two minors with a minimum of 6 hours in each are required. Suggested minors include Education, Sociology, Economics, or Business Administration (Management)

501. **MATERNAL AND CHILD NUTRITION. 3 hrs.**  
Nutritional requirements during prenatal and early growth periods; surveys of nutritional status.
502. **FOODS OF THE WORLD. 3 hrs.**  
Characteristics and cultural aspects of the foods of Europe, Mid East and Far East. (Rec: Home Economics 203 or equivalent)
503. **ADVANCED NUTRITION. 3 hrs.**  
Metabolism of food nutrients as related to nutritional requirements of man. Reports



of current research and other topics to add depth and perspective in nutrition. (Rec: Chemistry 300 or equivalent)

505. **QUANTITY FOOD PRODUCTION. 3 hrs.**

Basic principles of quantity food selection, preparation, and service. Laboratory application in local food institutions. (Rec: Home Economics 110 and 203 or equivalent)

506. **THE VOCATIONAL HOME ECONOMICS PROGRAM. 3 hrs.**

Vocational home economics at the secondary, post secondary and adult levels with emphasis on types and organization of programs, legislation, and groups served.

507. **FOOD SERVICE SYSTEMS MANAGEMENT. 3 hrs.**

Administration of food service in institutions.

513. **EXPERIMENTAL FOODS. 3 hrs.**

Experimental study of chemical and physical factors affecting food preparation. (Rec: Home Economics 110 and Chemistry 204 or equivalent)

515. **FAMILY RELATIONSHIPS. 3 hrs.**

Relationships in the family during its life cycle, with some consideration of family life in other cultures.

516. **PRENATAL AND INFANT CARE. 3 hrs.**

Prenatal and postnatal care for mothers, development of the fetus and care of the infant to two years of age.

518. **CLOTHING: FITTING AND ALTERATIONS. 3 hrs.**

Prepares teachers for training fabric service workers in custom sewing and alterations. Includes techniques of fitting, altering, repairing and modifying custom and ready-to-wear garments. (PR: HEC 213)

519. **TAILORING. 3 hrs.**

Contemporary methods of custom tailoring with emphasis on suitable fabric and construction processes of particular styles. (Rec: Home Economics 213 or equivalent)

520. **HOUSEHOLD EQUIPMENT. 3 hrs.**

Principles underlying the selection, care and use of household equipment.

527. **HOME MANAGEMENT LABORATORY. 3 hrs.**

Home management laboratory to develop competencies in decision making, activity analyses, use of limited resources, and work simplification through individual and group analysis. (Rec: Home Economics 358 or equivalent)

531. **DEVELOPMENT AND GUIDANCE OF THE YOUNG CHILD. 3 hrs.**

Techniques of guidance of young children with emphasis on adult child interaction.

535. **ADMINISTRATION AND SUPERVISION OF DAY CARE CENTERS. 3 hrs.**

Instruction and practice in the development of day care centers for three and four year old children and administration of programs in these centers. Laboratory participation required. (PR: HEC 303)

540. **NUTRITION IN THE HOME AND SCHOOL. 3 hrs.**

Fundamental principles of human nutrition and their application in the home and school. Designed primarily for elementary teachers. (Not open to home economics majors)

561. **CONSUMER EDUCATION. 3 hrs.**

Analysis of economic factors related to provision of consumer goods and services; investigation of sources of consumer information; and means of providing economic security for families.

581-582-583-584-585. **WORKSHOP. 2-3; 2-3; 2-3; 2-3; 2-3 hrs.**

Workshop in selected areas of home economics. Credit for not more than two workshops may be counted for the master's degree.

586. **CAREER ASSESSMENT SEMINAR IN HOME ECONOMICS. 3 hrs.**

Synthesizes previous work and education experiences applicable to home economics related occupations. Includes individual assessment of competencies for teaching occupational cluster. Emphasizes planning for further development. (PR: Previous work experience required)

600. **PHILOSOPHY AND TRENDS IN HOME ECONOMICS. 3 hrs.**

Major contemporary educational theories and their relationship to trends in the field of home economics. (PR or CR: Educational Foundations 621)

601. **EVALUATION IN HOME ECONOMICS. 3 hrs.**

Procedures for appraising student progress in the attainment of objectives; construction of evaluation instruments; analysis and interpretation of data.

602. **CURRICULUM DEVELOPMENT IN HOME ECONOMICS. 3 hrs.**

Examination of bases for home economics curricula; development of curricula for junior and senior high school programs, utilizing various organizational patterns.

604. **INDIVIDUALIZING HOME ECONOMICS INSTRUCTION. 3 hrs.**

Types of individualized programs, procedures for development and implementation

- of individualized Home Economics program.
605. **RECENT DEVELOPMENTS IN CLOTHING. 3 hrs.**  
Survey of recent literature and theory in the field of clothing.
606. **RECENT DEVELOPMENTS IN FOODS. 3 hrs.**  
Survey of recent literature and theory in the field of foods.
607. **FUNCTIONS OF NUTRIENTS. 3 hrs.**  
Metabolic functions, determination of requirements and interrelations of proteins, vitamins, minerals and energy sources.
661. **FAMILY ECONOMICS. 3 hrs.**  
Factors affecting material level of living families, expenditure patterns, and impact of social change on resource allocation. (PR: Home Economics 561 or 3 hours economics)
665. **HOME MANAGEMENT THEORY AND RESEARCH. 3 hrs.**  
Analysis of home management theory and concepts as revealed through current research in the field. (PR: Home Economics 527)
670. **PROBLEM REPORT. 1-3 hrs.**
681. **THESIS. 1-6 hrs.**
- 684-685. **SPECIAL PROBLEMS IN HOME ECONOMICS. 1-3; 1-3 hrs.**  
Problems of particular interest to the graduate student. Registration by permission of adviser. Not more than four hours credit in special problems may be counted toward a master's degree.
- 690-691. **SEMINAR. 1-3; 1-3 hrs.**  
Extensive readings and reports from current literature in selected areas of home economics. Not more than four hours of seminar credit may be counted toward a master's degree.

### JOURNALISM (JRN)

Students who are interested in pursuing a graduate degree in the School of Journalism should secure and carefully read the Graduate Catalog. It is the student's responsibility to become acquainted with all requirements and deadlines imposed by the Graduate School and the School of Journalism. The responsibility for satisfying such requirements rests with the student rather than the adviser or other faculty member.

There are two options for completing requirements for the master's degree.

Option One: The Thesis Option. Thirty-two course credit hours, including a thesis not to exceed six credit hours.

Option Two: The Non-Thesis Option. Thirty-six course credit hours.

Option One is primarily for students with a research orientation; it is recommended for the student who plans to continue graduate work beyond the master's level. The thesis has to be an original and scholarly research on a topic of the student's choosing in consultation with, and approval by, members of his committee. Not more than six credits are awarded for the thesis toward the 32 credits required in this program. Of the remaining 26, at least 10 must be earned in courses at the 600-699 level. A minimum of 18 hours must be earned in the courses offered by the School. A minor is required and consists of six graduate hours in one discipline.

Option Two is recommended for the graduate student whose primary interest is professional practice. Of the 36 course credit hours, at least 16 must be earned in courses at the 600-699 level. A minimum of 18 hours must be earned in the courses offered by the department. A minor, if offered, must consist of at least six hours. A comprehensive Written Examination is required for every graduate student in the School. The examination is not solely based upon the specific courses completed, but affords the student an opportunity to demonstrate a broad comprehension and synthesis of the major subject. The examination will cover the following areas: mass communication law, mass communication theory, journalism history, journalism ethics, and mass communication research. The examination is offered each semester and two summer sessions according to the University calendar.

In their first term of residence, graduate students are expected to work out, in consultation with the faculty adviser, a detailed program of courses they expect to take in journalism and in their minor areas. This program must be approved by the Graduate Committee before the beginning of the student's second term.

500. **NEWS PHOTOGRAPHY II. 3 hrs.**  
A course in advanced techniques for newspaper and magazine photography, concentrating on the creation of, design and use of photographic essays and picture stories. (PR: Journalism 360)
502. **ETHICS AND LAW OF MASS COMMUNICATIONS. 3 hrs. I.**  
Ethical and legal aspects of Mass Communications. Responsibility, libel, copyright, regulatory agencies, state and federal laws, ethical considerations and practices.
504. **HISTORY OF AMERICAN JOURNALISM. 3 hrs. I.**

The development of the press in the United States, the contributions of American journalists, the rise of radio and television, and the relation of communications developments to political, economic and social trends in America.

514. **REPORTING PUBLIC AFFAIRS. 3 hrs. II.**

Instruction in reporting local, state and federal government; politics, finance and labor; social environmental issues and other areas, with emphasis on background and interpretation. Course includes field trips and guest speakers.

525. **ADVERTISING CAMPAIGNS. 3 hrs. I.**

Students function as an advertising agency to plan, to prepare, and to present local and national advertising campaigns. Problems of the advertiser and the agency are considered.

528. **SUPERVISION OF SCHOOL PUBLICATIONS. 3 hrs. II, S.**

A comprehensive study of advising and producing school publications with an emphasis on methods for teachers of journalism.

530. **MAGAZINE ARTICLE WRITING. 3 hrs. I.**

Fundamentals of researching and writing popular, factual magazine articles; techniques of selling articles to magazines.

533. **PUBLIC RELATIONS PRACTICES AND METHODS. 3 hrs. II.**

Procedures for planning and preparing internal and external public relations activities and communication.

540. **MASS COMMUNICATION AND SOCIETY. 3 hrs. I.**

Study of the interaction between the mass media and other social institutions, and between the media and the government; problems and responsibilities of the media in social change. Primary emphasis on print media. Required of all majors.

590. **SEMINAR IN MEDIA MANAGEMENT. 3 hrs. I.**

Problems and practices affecting all departments of the mass media including labor and personnel, editorial, business and production.

601. **THEORY OF MASS COMMUNICATIONS. 3 hrs. II.**

Major theoretical concepts in mass communications are studied as a basis for understanding the communications process and the institutional impact of the mass media on the individual and on society. Required of all majors.

602. **MASS COMMUNICATIONS RESEARCH AND METHODOLOGY. 3 hrs. I.**

Research techniques applied to problems of mass communications including computer applications, with emphasis on mastery gained by participation in specialized research projects. Required of all majors.

603. **PROFESSIONAL MEDIA INTERNSHIP. 3 hrs. I, II, S.**

Supervised journalistic work with the professional media. Course is for those students with no substantial professional media experience. Advance arrangements must be made with the School of Journalism internship director before enrollment.

605. **INTERNATIONAL COMMUNICATIONS. 3 hrs. I, S.**

Overview of mass media internationally; comparative evaluation of free, authoritarian and communist communications systems, with special attention given to the underlying theories which have produced them.

606. **DEPTH REPORTING. 3 hrs.**

In-depth reporting of social and environmental activities and problems, with emphasis on thorough research and documentation. Stories will be submitted for publication.

608. **SEMINAR IN ADVERTISING RESEARCH. 2 hrs. I, or S.**

Lectures, readings, and discussions relating to all media advertising. Students may select special areas of interest.

609. **SEMINAR IN PUBLIC RELATIONS. 3 hrs. II, or S.**

Theoretical and practical aspects of public relations, with special projects and readings to provide skills and insights requisite to success in the profession. Seminar discussions and research projects.

610. **MAGAZINE EDITORIAL PRACTICES. 3 hrs.**

Study of the organization and functions of the magazine editorial department, with practice in planning magazine content, laying out pages and establishing production procedures.

611. **MOTION PICTURE PRODUCTION AND EDITING. 3 hrs.**

Planning and production of motion picture segments. (Rec: Journalism 350, 351, and 360 or equivalent)

612. **HISTORY OF MASS COMMUNICATIONS, SPECIALIZED STUDY. 3 hrs. II.**

Analysis of mass media development in the United States and of current media problems, with emphasis on research. (Rec: Journalism 300 or equivalent)

614. **CRITICAL FUNCTION OF THE MASS MEDIA. 2 hrs.**



Examination of the critical function of the mass media; practice in writing critical reviews and evaluations of literary works, theatrical productions, motion pictures, artistic and musical works.

**650-651. SPECIAL TOPICS. 1-3; 1-3 hrs.**

Independent studies or projects in areas of interest to the student, conducted under the direction of a faculty member and taught by arrangement. Projects and studies may include mass communications research studies or special group field projects.

**681. THESIS. 1-6 hrs.**

(PR: Consent of adviser)

### **LATIN (LAT)**

**501. ROMAN LIFE: PLINY, MARTIAL, JUVENAL. 3 hrs.**

(PR: 6 hours of literature numbered 306 or above or equivalent)

**502. VERGIL'S AENEID. VII-XII. 3 hrs.**

(PR: 6 hours of literature numbered 306 or above or equivalent)

**503. THE ROMAN STAGE: COMEDIES OF PLAUTUS AND TERENCE. 3 hrs.**

(PR: 6 hours of literature numbered 306 or above or equivalent)

**550-551. SPECIAL TOPICS IN LATIN. 1-4; 1-4 hrs. I, II.**

(PR: 6 hours of literature numbered 306 or above or equivalent and consent of instructor)

### **LIBRARY SCIENCE EDUCATION**

Offered by the Department of Educational Media. For degree requirements, see the section: Education-Curriculum and Instruction, Library Science Education.

### **MANAGEMENT (MGT)**

Program and courses to be found under Business.

### **MARKETING (MKT)**

Program and courses to be found under Business.

### **MATHEMATICS (MTH)**

Course offerings in mathematics may be used to satisfy major requirements in three programs of the Graduate School, or to satisfy minor requirements in all programs.

The Master of Arts degree with a major in mathematics is offered by the Department of Mathematics. The Master of Science (Physical Science) degree is offered through a cooperative arrangement among the Departments of Chemistry, Geology, Mathematics, and Physical Science and Physics. The Master of Arts (Secondary Education) degree is offered by the Department of Curriculum and Foundations.

#### **Master of Arts Degree (Mathematics)**

The student who expects to earn the Master of Arts degree with a major in mathematics should have completed an undergraduate major in mathematics with a minimum of 18 semester hours credit above the level of an elementary calculus sequence, or he should have completed the equivalent of such preparation.

Upon completion of at least 12 hours of Marshall University graduate credit in mathematics, the student may file application for admission to candidacy with the Dean of the Graduate School. Approval of such admission will be recommended provided the student has earned a quality point average of 3.0 (B) in all completed graduate courses applicable to his program.

The following departmental requirements must be satisfied. A minimum of 36 hours credit is required. If the student decides to write a thesis, the minimum is 32 hours, including not more than 6 hours for the thesis. A minor of 6 hours credit in any area is required, but may be waived on recommendation of the student's adviser and concurrence of the Dean of the Graduate School. At least 6 hours credit, selected in consultation with the student's adviser, must be earned in three of the four areas of algebra, topology and geometry, analysis, and statistics. At least 18 hours, excluding thesis, must be earned in mathematics courses numbered 600 to 699.

Students may emphasize courses of study in applied mathematics, statistics, pure mathematics, and actuarial mathematics. Courses in actuarial mathematics cover all material in the five examinations required by the Society of Actuaries for an Associateship in the Society of Actuaries.

The final (oral) comprehensive examination is administered by a committee of three members of the graduate faculty in mathematics, including the student's adviser. The student who fails to pass the comprehensive examination on a given attempt may be asked to enroll in courses as determined by his committee before taking the examination again.

### **Master of Science Degree (Physical Science)**

This degree program, offered in cooperation with the Departments of Chemistry, Geology, Mathematics, and Physical Science and Physics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. Specific degree requirements are listed in the section: Physical Science and Physics.

### **Master of Arts Degree (Secondary Education)**

This degree program offered by the Department of Curriculum and Foundations, is intended to meet the needs of public school teachers (1-12). Programs will be designed to meet individual needs. Specific degree requirements are listed in the section: Education - Curriculum and Foundations, Secondary Education.

#### **500. STRUCTURE OF ALGEBRA. 3 hrs.**

Emphasis on the language of Modern Elementary Algebra. Recommended for pre-service elementary teachers and for elementary and secondary in-service teachers. May not be used for a degree offered by the Department of Mathematics or in the twelve hour content block of the Secondary Education M.A. Degree program for students with mathematics certification in grades 7-12.

#### **501. STRUCTURE OF MODERN GEOMETRY. 3 hrs.**

Informal development of geometry. Recommended for pre-service elementary teachers and for elementary and secondary in-service teachers. May not be used for a degree offered by the Department of Mathematics or in the twelve hour content block of the Secondary Education M.A. Degree program for students with mathematics certification in grades 7-12.

#### **510. APPLIED MATHEMATICS - CALCULUS OF VARIATIONS. 3 hrs.**

Calculus of variations and its application to boundary value problems.

#### **511. MATHEMATICAL MODELING. 3 hrs.**

Students will work in teams to construct mathematical models of various real-world situations. Problems to be modeled will be drawn from diverse areas of application and will use a wide range of undergraduate mathematics. (PR: Mathematics 231 or Mathematics 230 and permission)

#### **512. STATISTICAL MODELS FOR REGRESSION AND CORRELATION ANALYSIS. 3 hrs.**

Determining regression models; deriving parameter estimates using calculus; detailed coverage of tests of assumptions and remedial procedures (transformations and weighted least-squares); multiple and polynomial regression; tests and corrections for autocorrelation. (PR: One previous course in statistics and a knowledge of elementary calculus, or permission of instructor.)

#### **513. STATISTICAL MODELS FOR ANALYSIS OF VARIANCE AND COVARIANCE. 3 hrs.**

Analysis of variance and covariance models with derivations using calculus; detailed testing of model assumptions and remedial measures (as transformations) to yield adequate models; use of various statistical designs. (PR: One previous statistics course and a knowledge of elementary calculus or permission of instructor)

#### **515. APPLIED MATHEMATICS - BOUNDARY VALUE PROBLEMS. 3 hrs.**

Theory of systems of ordinary differential equations of first order. Theory of homogeneous and nonhomogeneous boundary value problems.

#### **527-528. ADVANCED CALCULUS. 4; 4 hrs. I, II.**

The number system, limits, sequences, partial differentiation with applications, maxima and minima of functions of several variables. Theory of definite integrals, multiple integrals, line and surface integrals, improper integrals, infinite series. (Rec: Elementary calculus or equivalent)

#### **543. NUMERICAL ANALYSIS. 3 hrs.**

The theory and technique of numerical computation involving the difference calculus, the summation calculus, interpolation methods, solution of systems of equations, and methods of solution of ordinary differential equations. (Rec: Elementary calculus or equivalent)

- 545-546. INTRODUCTION TO THEORY OF STATISTICS. 3; 3 hrs. I, II.**  
Probability spaces, conditional probability, and applications. Random variables, distributions, expectation, and moments. Parametric statistics: sampling methods, estimation of parameters, tests of hypotheses. (Rec: Elementary calculus or equivalent)
- 548. FUNDAMENTAL CONCEPTS OF MODERN GEOMETRY. 3 hrs. I.**  
Finite geometries, basic background material for the modern development of Euclidean Geometry, other geometries.
- 549. PROJECTIVE GEOMETRY. 3 hrs.**  
Projective geometry using both synthetic and algebraic methods.
- 550-552. FUNDAMENTAL CONCEPTS OF MODERN ALGEBRA. 3; 3 hrs. I, II.**  
Structure of the abstract mathematical systems; groups, rings, fields, with illustrations and applications from Number Theory.
- 560-561. FUNCTIONS OF A COMPLEX VARIABLE. 3; 3 hrs.**  
Complex numbers, analytic functions, properties of elementary functions, integrals, series, residues and poles, conformal mapping. (Rec: Elementary calculus or equivalent)
- 570-571-572. SPECIAL TOPICS IN MATHEMATICS. 1-3; 1-3; 1-3 hrs.**  
Courses on special topics not listed among the current course offerings. (PR: Permission of the Chairman of the Department of Mathematics)
- 610-611. MODERN ALGEBRA. 3; 3 hrs.**  
The structure of semigroups, groups, rings, fields, modules, vector spaces, lattices and related topics. (PR: Mathematics 550 or equivalent)
- 620. NON-EUCLIDEAN GEOMETRY. 3 hrs.**  
A study of the historical development of Non-Euclidean Geometries, followed by a detailed study of these geometries.
- 621. PROJECTIVE SPACES. 3 hrs.**  
An introduction to current work on projective planes through a study of the real projective plane. A study of synthetic and analytic projective spaces through theorems concerning the connections between their structures. Some finite geometries. (Rec: Undergraduate modern and linear algebra)
- 630-631. TOPOLOGY. 3; 3 hrs.**  
General topology including separation axioms, connectedness, compactness, convergence, continuity, metric spaces, product and quotient spaces. (PR: Undergraduate topology or Mathematics 528 or equivalent)
- 640-641. THEORY OF FUNCTIONS OF COMPLEX VARIABLES. 3; 3 hrs.**  
A study of algebra, topology, and geometry of the complex plane; holomorphic functions; conformal mapping; analytic functions and analytic continuation; complex integration; representation theorems; convergence theorems and related topics. (PR: Mathematics 528 or Mathematics 561 or equivalent)
- 650-651. THEORY OF FUNCTIONS OF REAL VARIABLES. 3; 3 hrs.**  
A study of measure and integration and related topics. (PR: Mathematics 528 or equivalent)
- 660. STOCHASTIC PROCESSES. 3 hrs.**  
Theory and applications of Markov chains. (PR: Undergraduate probability and statistics)
- 661. ADVANCED MATHEMATICAL STATISTICS. 3 hrs.**  
Topics in mathematical statistics including distribution theory for functions of random variables, convergence concepts, sufficient statistics, finding optimal estimates for parameters, optimal tests of hypotheses. (PR: Mathematics 446-546 or equivalent or permission of instructor)
- 662. MULTIVARIATE MATHEMATICAL STATISTICS**  
Multivariate distribution theory and statistical inference including estimation and tests concerning mean vectors and covariance matrices (maximum-likelihood and likelihood-ratio techniques emphasized). (PR: Mathematics 446-546 or equivalent or permission of instructor)
- 665. OPTIMIZATION MATHEMATICS. 3 hrs.**  
Classical optimization of functions of one or more variables, theory and methods of linear and nonlinear programming. (PR: Undergraduate linear algebra)
- 670. INDEPENDENT STUDY. 1-4 hrs.**  
An independent program of study of advanced topics not normally covered in other courses. The topics are chosen upon mutual agreement between the student and the instructor. (PR: Consent of instructor and Department Chairman)
- 681. THESIS. 1-6 hrs.**



## MODERN LANGUAGES

At present the Department of Modern Languages does not offer a major. Courses in modern languages are taken as minors by students in other departments, such as History, Journalism and English. Courses in modern languages are also taken by teachers in service who wish to enhance their competence in language and literature and to qualify for a higher salary.

In cooperation with the Department of Education-Curriculum and Foundations, the Department of Modern Languages offers a program leading to the Master's degree in secondary education and Spanish. For further details consult the section: Education-Curriculum and Instruction, Secondary Education, in this catalog.

For courses see French or Spanish.

## MUSIC (MUS)

To be admitted to the graduate program in music, students must have received a bachelor's degree from an accredited institution with a major in music or the equivalent. A conference and audition are required with the Chairman of the Department of Music as a part of the admission procedure. At the conference the conditions of admission are defined. The applicant may submit an audition tape if it is inconvenient to appear on campus.

Majors in all music programs are given an examination in basic skills and capacities in music not later than the time of completion of twelve semester hours of graduate work and before being admitted to candidacy. As part of these requirements the basic departmental piano proficiency examination must be passed, the content of which will vary according to the student's departmental area major. In addition, a placement examination in Music History (including Styles) and Music Theory must be taken to determine if deficiencies in these areas exist. Applicants are encouraged to take these examinations prior to registering for graduate courses.

In addition to the Master of Arts option in Music Education (see section Education-Curriculum and Instruction, Music Education of this catalog), the Music Department offers graduate degrees with emphases in 1) Applied Music Performance, 2) Music History and Literature and, 3) Music Theory and Composition. The program for a major in these areas is 32 hours and must include at least 26 hours in major, cognate and elective areas of music. A minimum of 6 hours is required in a subject other than music. Normally not more than 3-4 hours may be earned by a thesis which may be a written report, graduate recital or musical composition of merit.

All full-time graduate students are required to participate in a music ensemble during the regular academic year as recommended by their major adviser. No graduate credit is given for this participation.

### APPLIED MUSIC PERFORMANCE

	Hours
Minimum requirements .....	32
1. Major Area .....	11-12
Applied music in Voice or Instrument, Music 681 .....	
2. Cognate Studies in Music .....	11-12
Music 621, 640 A, One period course in Music History (chosen from one of the following): Music 651, 652, 653, 654, 655, one Music Literature course in major area .....	
3. Music Electives .....	2-4
Pedagogy, Literature, Applied, Music Education, Theory, Problem Report or Special Topics .....	
4. Minor Field .....	6
(Voice applied majors should select the study of foreign language. Instrumental applied should select from Literature, Physics [Acoustics], Mathematics, History or other allied areas.) .....	

### MUSIC HISTORY AND LITERATURE

	Hours
Minimum requirements .....	32
1. Major Area .....	12
Four period courses in Music History (chosen from the following): Music 651, 652, 653, 654, 655 .....	
Music 681 .....	3
2. Cognate Studies in Music .....	9
Music 621, 640A, Music Theory Elective .....	
3. Music Electives .....	2
(To be determined in consultation between the student and his adviser) .....	
4. Minor Field .....	6
(Recommend study of French or German for reading knowledge) .....	

## MUSIC THEORY AND COMPOSITION

	Hours
Minimum requirements .....	32-36
1. Major Area .....	18
Music 640A, 640B, Music 641 or 575, Music 645A, 645B, Music 646 or 648A, Music 681	
2. Cognate Studies in Music .....	6
Music 621, 655	
3. Music Electives .....	2
(To be determined in consultation between the student and his adviser)	
4. Minor Field .....	6
(Departmental recommendations include areas of Literature, Mathematics, Physics or Philosophy)	

### Miscellaneous

572-573-574-575. SPECIAL TOPICS. 1-4; 1-4; 1-4; 1-4 hrs.

601. **SYMPHONIC LITERATURE. 3 hrs.**  
A survey of orchestra literature beginning with the 16th century; the Mannheim composers, Viennese classics, the Romanticists, the national schools, and late European, South American and American developments.
- 604a. **KEYBOARD LITERATURE. 2 hrs.**  
A survey of keyboard literature from the 14th to the 20th century. Emphasis is on stylistic developments and formal procedures.
- 604b. **CHAMBER MUSIC LITERATURE. 2 hrs.**  
A survey of chamber music literature from the Baroque Era to the 20th century. Analysis of form emphasized in the study of string quartet trio, quintet, and various other combinations.
- 604c. **SONG LITERATURE. 2 hrs.**  
The song literature of Western Europe and America, also including contemporary material from other countries; interpretation, song study, program building, languages, and interpretation of accompaniments. For singers and accompanists.
- 604d. **CHORAL LITERATURE. 2 hrs.**  
A comprehensive study of the forms and styles of Choral Composition from Renaissance to present day.
610. **PHILOSOPHY OF MUSIC EDUCATION. 3 hrs.**  
Basic concepts of music education and their application to problems of music teaching, supervision and administration.
611. **PSYCHOLOGY OF MUSIC. 3 hrs.**  
Vibrational stimuli, resultant reactions, and factors involved in development of musical skills, as well as measures of aptitude and achievement.
612. **PROJECTS AND PROBLEMS IN MUSIC. 3 hrs.**  
Special problems and projects chosen by the student for investigation. Extensive study of a single problem or project in detail.
614. **THE TEACHING OF MUSIC APPRECIATION. 2 hrs.**  
Advanced methods and materials for teaching appreciation of music in grades 1-12.
615. **BAND MANEUVERS AND PAGEANTRY. 2 hrs.**  
The marching band. The marching and musical problems which are encountered in training and operating a band for football games and other events involving marching and playing.
616. **CURRICULUM CONSTRUCTION AND REVISION. 3 hrs.**  
Survey of recent developments in public school curricula and their effect on music offerings. Preparation of course and curricular content.
617. **SEMINAR IN MUSIC EDUCATION. 3 hrs.**  
An advanced study of basic concepts of current problems in music education.
- 618a. **ADMINISTRATION OF INSTRUMENTAL MUSIC. 3 hrs.**  
The planning and operation of the instrumental program and the details of programming the work in a school system.
- 618b. **ADMINISTRATION OF CHORAL MUSIC. 3 hrs.**  
A study of the organization of choral music programs including; recruitment, auditions, scheduling, rehearsal arrangement, programming, touring, and budget.
- 619a. **SEMINAR IN VOCAL PEDAGOGY. 2 hrs.**  
A study of the techniques of singing and their application to private and class voice instruction. Emphasis placed upon diagnosis of problems, and teaching under supervision.

- 619a. **SEMINAR IN PIANO PEDAGOGY. 2 hrs.**  
An analytical survey of developments in piano techniques and pedagogical procedures with open discussions on various facets of piano teaching.
- 620a. **INSTRUMENTAL WORKSHOP. 2 hrs.**  
Problems of the instrumental teacher at all levels; practical work in the techniques of handling beginning classes and ensembles of all types.
- 620b. **CHORAL WORKSHOP. 2 hrs.**  
A practicum approach to problems of choral techniques and materials with special emphasis placed upon high school and junior high school levels.
621. **INTRODUCTION TO GRADUATE STUDIES IN MUSIC: RESEARCH AND WRITING. 3 hrs.**  
Introduction to music research with emphasis on investigative methods and applications, procedures, and bibliography. Concentration on expository writing style and format.
- 629a. **CHORAL CONDUCTING AND INTERPRETATION. 2 hrs.**  
Performance analysis of choral music from the Renaissance, Baroque and Classical periods as a basis for the expansion of ability in conducting. Students will conduct university ensembles in rehearsal and performance.
- 629b. **CHORAL CONDUCTING AND INTERPRETATION. 2 hrs.**  
Continuation of Music 629a with emphasis upon Romantic and Contemporary music. Some opportunity given to work with operatic conducting. Does not require Music 629a as a pre-requisite.
- 630a. **INSTRUMENTAL CONDUCTING AND INTERPRETATION. 2 hrs.**  
The special problems involved in conducting and training instrumental groups at all levels.
- 630b. **INSTRUMENTAL CONDUCTING AND INTERPRETATION. 2 hrs.**  
A continuation of 630a.
- 640a. **MUSIC THEORY. 3 hrs.**  
A comparative examination of music of the 19th and 20th centuries through analytical and writing techniques with coordinated aural perception.
- 640b. **MUSIC THEORY. 3 hrs.**  
Continuation of Music 640a.
641. **ADVANCED COUNTERPOINT. 3 hrs.**  
An intensive study of contrapuntal techniques, styles, and forms through composition and analysis.
- 645 a. **ORIGINAL COMPOSITION. 2 hrs.**
- 645b. **ORIGINAL COMPOSITION. 2 hrs.**
- 646a. **ADVANCED CHORAL ARRANGING. 2 hrs.**  
Techniques of choral composition and arranging with emphasis on the mixed choir. Arrangements and original works sung by choral groups and conducted by students.
- 647a. **ADVANCED BAND ARRANGING. 2 hrs.**  
A study of the scoring for modern concert and marching bands, the transcription of works for other media as well as original works; analysis of band literature, harmonic and formal.
- 648a. **ADVANCED ORCHESTRATION. 2 hrs.**  
Scoring compositions from other media for modern orchestras of various sizes.
649. **STAGE BAND ARRANGING. 2 hrs.**  
A study of the special techniques involved in scoring for the contemporary stage band, including harmony used, voicing of the various instruments, and a study of current practices.
651. **MUSIC OF THE RENAISSANCE. 3 hrs.**  
The English, Burgundian and Netherland schools; secular forms: chanson, madrigal, and lied; instrumental music; mannerism and the end of an age.
652. **MUSIC OF THE BAROQUE ERA. 3 hrs.**  
The monodic revolution: madrigal to cantata, opera, oratorio; Italian leaders: Vivaldi, Bach, and Handel.
653. **MUSIC OF THE CLASSICAL ERA. 3 hrs.**  
Pre-Classic styles and the formation of a classical style in music in symphony, concerto, opera, the sonata, and choral music through Beethoven.
654. **MUSIC OF THE ROMANTIC ERA. 3 hrs.**  
A study and evaluation of Beethoven's principal works and the life and works of Schubert, Mendelssohn, Chopin, Schumann, Brahms, and their contemporaries.
655. **CONTEMPORARY MUSIC. 3 hrs.**  
Musical developments since Wagner; Debussy, Stravinsky, Mahler, Strauss,



Strauss, Schoenberg, Bartok and their contemporaries. Developments in electronic and aleatoric music, and new notations.

**656. SEMINAR IN PERFORMANCE PRACTICE. 2 hrs.**

Students will prepare and perform music from a selected style period, making their own editions with correct realization and ornamentation. May be repeated for credit.

**670. ADVANCED MATERIALS AND METHODS (Grades 1-6). 3 hrs.**

A comprehensive survey of available materials in singing, reading, listening, rhythm, and creating program of school music for the elementary grades; use of such materials in the methodology of teaching.

**675. CREATIVE ACTIVITY FOR CHILDREN. 3 hrs.**

Ways of using creative activity in the music program, methods of presenting creative song writing, rhythms, instrument construction, instrumental expressing, dramatization, program building.

**679. PROBLEM REPORT. 1-3 hrs.**

**681. THESIS. 1-6 hrs.**

### Applied Music

- 680 a,b,c,d. SAXOPHONE 1-2 hrs.
- 682 a,b,c,d. FLUTE. 1-2 hrs.
- 683 a,b,c,d. OBOE. 1-2 hrs.
- 684 a,b,c,d. CLARINET. 1-2 hrs.
- 685 a,b,c,d. BASSOON. 1-2 hrs.
- 686 a,b,c,d. FRENCH HORN. 1-2 hrs.
- 687 a,b,c,d. TRUMPET. 1-2 hrs.
- 688 a,b,c,d. TROMBONE. 1-2 hrs.
- 689 a,b,c,d. BARITONE. 1-2 hrs.
- 690 a,b,c,d. TUBA. 1-2 hrs.
- 691 a,b,c,d. VIOLIN. 1-2 hrs.
- 692 a,b,c,d. VIOLA. 1-2 hrs.
- 693 a,b,c,d. CELLO. 1-2 hrs.
- 694 a,b,c,d. STRING BASS. 1-2 hrs.
- 695 a,b,c,d. PIANO. 1-2 hrs.
- 696 a,b,c,d. VOICE. 1-2 hrs.
- 697 a,b,c,d. ORGAN. 1-2 hrs.
- 698 a,b,c,d. PERCUSSION. 1-2 hrs.

### PHILOSOPHY (PHL)

The Philosophy Department offers only a minor on the graduate level consisting of twelve credit hours. Any set of courses is permissible, although it is advisable to take them in relative sequence.

**507. WORLD HISTORY OF PHILOSOPHY, ANCIENT AND MEDIEVAL. 3 hrs.**

Survey of patterns of synchronological developments of philosophies in India, China and the Mediterranean region.

**508. WORLD HISTORY OF PHILOSOPHY, MODERN. 3 hrs.**

Survey of patterns of synchronological developments of philosophy in Europe, Japan, the Islamic world, Latin America and North America.

**521-522-523-524. SEMINAR. 3; 3; 3; 3 hrs. I, II.**

Shared study and research on a special topic as announced. (PR: Permission of the chairman.)

**551. PHILOSOPHY OF HISTORY AND CULTURE. 3 hrs. I.**

Ancient and modern theories of the meaning and consequence of history and culture.

**553. PHILOSOPHY OF SCIENCE. 3 hrs. II.**

Crucial concepts in modern science relevant to contemporary philosophical issues concerning man and the universe; special attention to epistemological and ethical implications of natural law, induction, mathematical theory and the new physics.

**555. PHILOSOPHY OF RELIGION. 3 hrs. II.**

Theories of the nature and functions of religion, including the meaning of religious language and problems of belief.

**565. EXISTENTIALISM. 3 hrs. I.**

A survey of the contributions of leading existentialist philosophers of the past and

present from Kierkegaard and Nietzsche to Sartre and Tillich; course is conducted much like a seminar.

**598. DIRECTED READINGS IN PHILOSOPHY. 3 hrs. I, or II.**

Advanced research adaptable to the needs of students. Regular consultations with the chairman and staff.

### PHYSICAL EDUCATION (PE)

Admission to the graduate program in health and physical education is dependent upon the student satisfying the minimum admission requirements established by the Graduate School. Students who have an undergraduate major in physical education or students who have earned 15 hours in physical education theory courses are eligible to pursue a Master of Science degree with a major in health and physical education. Students without a degree in Physical Education will be required to register for PE 218, PE 321, PE 345, PE 370 and PE 410 or 470.

Prior to admission to candidacy, students must present the results of the common examination of National Teachers Examination or the Graduate Record Examination or submit to a written qualifying examination.

### COURSE REQUIREMENTS

Graduate students must choose a course of study either from Option A or Option B.

Option A.	Hours
Minimum requirements.....	32
1. Physical Education 621 and 626 .....	6
2. Physical Education Electives .....	11
3. Thesis (Physical Education 681) .....	6
4. Educational Foundations 621 or Physical Education 670 .....	3
5. Electives (six hours outside of Physical Education) .....	6

Option B	Hours
Minimum requirements.....	36
1. Physical Education .....	6
2. Physical Education Electives .....	21
3. Educational Foundations 621 or Physical Education 670 .....	3
4. Electives (six hours outside of Physical Education) .....	6

**515. PHYSICAL EDUCATION IN PRE-SCHOOL, ELEMENTARY AND MIDDLE SCHOOL. 3 hrs.**

A study of motor skill principles/movement experiences as they influence the child's total development; specific movement activities are presented in the areas of games, rhythms, basic movements, gymnastics, etc.

**517. TEACHING COLLEGE PHYSICAL EDUCATION. 3 hrs.**

Required for graduate assistants in health and physical education. Prepares students for teaching of college health and physical education courses.

**522. PREVENTION, CARE AND TREATMENT OF ATHLETIC INJURIES. 3 hrs.**

This course is designed to prepare the athlete for competition, the prevention and protection of the athlete from accidents, the etiology, examination and immediate care of the athlete, and the rehabilitation of the athlete following injury.

**524. SPORT AND PHYSICAL EDUCATION IN THE TWENTIETH CENTURY UNITED STATES. 3 hrs.**

The development of recreation, organized sport and physical education programs in the United States, 1900 to present.

**576. THEORETICAL AND PRACTICAL ASPECTS OF COACHING. 3 hrs.**

An indepth study of the principles and problems of coaching.

**578. ENERGY SOURCES, BODY COMPOSITION AND PERFORMANCE. 3 hrs.**

Consideration of the energy sources and requirements for various types of physical activity as well as the impact that physical activity can have on body composition and performance.

**582-585\* SPECIAL TOPICS. 1-3 hrs.**

\*Students are permitted to earn six hours of 631-634 and three hours of 582-585 credit or nine hours of 631-634 credit and no 582-585.

- (PR: Approval by the department chairman and instructor)
- 586-589. **WORKSHOP IN PHYSICAL EDUCATION. Credit arranged.**
608. **MOTOR LEARNING AND PERFORMANCE. 3 hrs.**  
Investigation of variables influencing the learning motor skills. Primary emphasis on psychological factors influencing motor performance. 2 lec-2 lab.
610. **PHYSICAL GROWTH AND MOTOR DEVELOPMENT. 3 hrs.**  
The study of physical growth and motor development of children from infancy through adolescence. Stages in the development of motor patterns and motor skills will be traced with consideration given to neurological changes and external forces which influence motor development.
621. **SCIENTIFIC ASPECTS OF PHYSICAL EDUCATION. 3 hrs.**  
The study of the physiological effects of exercise. Content includes study of three organic systems (muscular, cardiovascular, and respiratory), discussion of practical applications, and identification of potential research problems. 2 lec-2 lab. (Rec: Physical Education 301 and 440, or equivalent)
622. **PHYSICAL EDUCATION FOR THE ATYPICAL INDIVIDUAL. 3 hrs.**  
A study of the principles and philosophies in the general organization and supervision of programs of physical education for the physically handicapped. The course includes field trips to hospitals, clinics, etc.
624. **ISSUES IN PHYSICAL EDUCATION. 3 hrs.**  
Critical selection and analysis of current controversies in physical education. Analysis includes identification of the content fostering each issue and the systematic probing of administrative tenets and philosophical positions taken by all factions. Attempts at resolution are secondary to exploration and analysis of viewpoints.
626. **HISTORY AND PHILOSOPHY OF PHYSICAL EDUCATION AND SPORT. 3 hrs.**  
An investigation of historical events, political and social climates, and personalities as well as philosophies which have influenced physical education and sport from early civilizations to the present.
- 631-634.\* **PERFORMANCE TECHNIQUES AND ANALYSIS. 1-3 variable hr. credit.**  
Analysis of lead-up, intermediate and advanced techniques of a selected team, individual or dual sports. Emphasis given to mechanics of performance psychological stress components, psychological factors, strategies and teaching/coaching methodology.
635. **CURRICULUM DEVELOPMENT IN PHYSICAL EDUCATION. 3 hrs.**  
General principles of curriculum development as they apply to physical education are studied. Opportunities to develop and evaluate curriculum.
642. **DEVISING AND IMPLEMENTING TRAINING AND CONDITIONING PROGRAMS. 3 hrs.**  
Application of neuromuscular and physiological knowledges to the examination of the administration and content of existing exercise programs as well as the development of new programs.
643. **SPORT IN THE SOCIAL PROCESS. 3 hrs.**  
An indepth analysis of the processes by which sport evolved as a significant component of modern American life.
651. **MECHANICAL ANALYSIS OF MOTOR SKILLS. 3 hrs.**  
Analysis of motor skills through the application of the principles of physics. (Rec: Physical Education 321 or equivalent)
652. **ADMINISTRATIVE THEORIES IN PHYSICAL EDUCATION AND ATHLETICS. 3 hrs.**  
The student is introduced to the background and development of administrative theories in physical education and athletics in a context of a social scientific milieu.
654. **CONTEMPORARY AND COMPARATIVE PHYSICAL EDUCATION. 3 hrs.**  
A study of objectives, methods, personnel, facilities, and program uniqueness of the physical education of selected nations and world regions. National sport programs, international sport programs and competition, and international professional organizations are considered.
665. **ADVANCED TESTS AND MEASUREMENTS IN PHYSICAL EDUCATION. 3 hrs.**  
Construction and analysis of measurement instruments, techniques in the use of laboratory equipment, and evaluation techniques applied to physical education. 2

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\*Students are permitted to earn six hours of 631-634 and three hours of 582-585 credit or nine hours of 631-634 credit and no 582-585.



lec-2 lab. (PR: Physical Education 365 or equivalent)

670. **RESEARCH IN PHYSICAL EDUCATION. 3 hrs.**

An examination of experimental research design, laboratory methods, construction of instruments, execution of research, and presentation of research papers.

680. **APPLIED PROJECT. 3 hrs.**

A creative and scholarly approach to the solution of a problem selected by the student. The project may be one which attempts to solve or alleviate a problem of local, state, or national interest to physical educators. A prospectus must be approved by the student's faculty committee.

681. **THESIS. 1-6 hrs.**

696. **SEMINAR IN PHYSICAL EDUCATION. 3 hrs.**

A course designed for library research and discussion of critical questions in physical education. Topics to be selected will vary according to the interests of the students.

## PHYSICAL SCIENCE AND PHYSICS

### DEGREES OFFERED

**MASTER OF SCIENCE (PHYSICAL SCIENCE):** This degree program, offered in cooperation with the Departments of Chemistry, Geology and Mathematics, is intended to provide a broadly based advanced science program for individuals whose undergraduate program in science lacks depth or breadth. Programs will be designed to meet individual needs. The writing of a thesis is optional. If the thesis option is chosen, a minimum of 32 hours are required, including not more than 6 hours for the thesis; without the thesis, 36 hours are required.

	Hours
Minimum requirements .....	32-36
Major area (Chemistry, Geology, Mathematics, Physics and Physical Science) .....	12-18
Minor area (Chemistry, Geology, Mathematics, Physics and Physical Science) .....	6
Electives .....	12-18

The Department of Physical Science and Physics also offers minor fields in physical science and in physics.

### PHYSICAL SCIENCE (PS)

500. **ASTRONOMY. 3 hrs.**

A study of the stars and planets and galaxies, planetary motion, cosmology and cosmography. Designed to assist teachers and others to develop an interest in astronomy. (Rec: Physics 200 or 203 or Physical Science 109 or equivalent)

583. **DEVELOPMENT OF SCIENTIFIC THOUGHT. 3 hrs.**

A study of the men and ideas which have influenced science; the philosophy of their periods; the economic conditions leading to scientific advancement and the works of the foremost men in the field.

646. **SEMINAR ON RECENT DEVELOPMENTS IN THE PHYSICAL SCIENCES. 3 hrs. Offered on demand.**

647. **MECHANICS FOR TEACHERS. 3-5 hrs. Offered on demand.**

A course designed to provide depth in mechanics for public school teachers. Lecture and laboratory.

648. **MODERN PHYSICS FOR TEACHERS. 3-5 hrs. Offered on demand.**

A course designed to provide additional background material in atomic and nuclear physics for public school teachers. Lecture and laboratory.

649. **ELECTRONICS FOR TEACHERS. 3-5 hrs. Offered on demand.**

A course in basic theory of electronics for public school teachers. Lecture and laboratory.

### PHYSICS (PHY)

524. **ADVANCED PHYSICS LABORATORY. 2 hrs.**

Laboratory exercises consisting of four distinct tracks: 524a Modern Physics Laboratory, 524b Optics Laboratory, 524c Electronics Laboratory, 524d Nuclear Physics Laboratory. Taken accompanying or following appropriate lecture course.

530. **APPLIED ELECTRONICS AND INSTRUMENTATION. 4 hrs.**

A course applying electronic principles of instrumentation with emphasis on the medical and life sciences. The functions of instruments will be stressed. 3 lec-2 lab/demonstration. (PR: Physics 203 and 204, or consent of instructor)

540. **OPTICS WITH LIFE SCIENCE AND MEDICAL APPLICATIONS. 4 hrs.**

A course emphasizing the application of optical principles in instruments dealing with

- biological and medical measurements. 3 lec-2 lab./demonstration. (PR: Physics 203 and 204 or consent of instructor.)
550. **RADIATION PHYSICS IN THE LIFE SCIENCES. 4 hrs.**  
A course in radiation physics with emphasis on applications in the medical sciences. Designed for students interested in the life sciences. A field trip to the University of Michigan nuclear reactor is an integral part of the course. 3 lec-2 lab/demonstration. (PR: Physics 203 and 204, or consent of instructor)
562. **NUCLEAR CHEMISTRY AND PHYSICS. 3 hrs. II.**  
An introduction to the phenomena of nuclear chemistry and physics 3 lec. (Rec: Physics 320 or permission of the instructor)
570. **MATHEMATICAL METHODS OF PHYSICS. 3 hrs. Offered on demand.**  
Applications of advanced topics in mathematics to problems in physics. (Rec: Physics 203 and Mathematics 335 or equivalent)
580. **QUANTUM MECHANICS. 3 hrs. Offered on demand.**  
Mathematical formalism of quantum mechanics, particles in potential fields, perturbation theory and other approximation methods, scattering, applications to simple systems. 3 lec. (Rec: Physics 331 and Mathematics 335 or equivalent)
616. **X-RAY DIFFRACTION. 3 hrs. Offered on demand.**  
A study of the properties of X-rays, X-ray diffraction, and crystal structure. 2 lec-3 lab. (Rec: Chemistry 358 or equivalent)
640. **FUNDAMENTALS OF PHYSICS. 4 hrs. S. Offered on demand.**  
A course in fundamental concepts of physics. Subject content varies. Designed primarily to strengthen conceptual understanding of high school physics teachers.
644. **ATOMIC PHYSICS. 3 hrs.**  
A historical development of the modern theories concerning the structure of matter, electricity, and light, including applications of optical spectra and X-rays.
- 661-662. **SPECIAL TOPICS. 1-3; 1-3 hrs. Offered on demand.**
- 671-672. **SEMINAR. 1; 1 hr. I, II.**
682. **THESIS RESEARCH. 1-6 hrs. I, II, S.**  
(PR: Graduate status and approval of adviser)

## POLITICAL SCIENCE (PSC)

### I. Master of Arts in Political Science Degree (M.A.)

The graduate curriculum in political science provides a wide range of opportunities for students of various interests or goals. The M.A. program affords both concentration and flexibility so that majors may acquire in-depth knowledgeability in selected aspects of politics as well as appropriate skills in political analysis. Majors may arrange a program to prepare themselves for such endeavors as law school further graduate work, teaching, or government service. The curriculum also serves interested students in other majors, such as business, education, economics, English, geography, history, journalism, psychology, social studies or sociology, who wish to enhance their backgrounds by taking a minor or specific course work.

Completion of the master's degree in political science entails fulfillment of both the general Graduate School requirements and the specific departmental requirements listed below. A major may select either the thesis, essay or coursework only option. Once an option has been selected, any change in the option must be approved by the department.

The graduate curriculum in political science is divided into six fields of specialization. The student who elects to write a thesis must take at least nine course hours in one of these, and the topic must be within this field. Under the non-thesis options, at least twelve course hours must be taken within a single field.

Upon approval of the chairman and of the Graduate Dean, a student might take 6 hours in methodology or other related courses so that not all the hours for the minor would necessarily be in the same department.

Upon the non-thesis options the candidate must take a comprehensive written examination. All candidates must take a general oral examination.

	Hours
Minimum requirements	32-36
1. Political Science 602 (required of all majors)	3
2. Field of Concentration (minimum)	9-12
3. Second field	6
4. Minor or cognate	6
5. Thesis	6
6. Electives	6

Field of specialization and present course offerings:

American State, Local and Urban Politics: Political Science 529, 536, 540, 561, 611, 621, 648,

675.

American National Politics: Political Science 523, 529, 530, 533, 536, 540, 584, 585, 603, 606, 611, 652

Public Administration: Political Science 533, 550, 552, 553, 618, 621, 633.

Political Theory: Political Science 525, 526, 527, 529, 530, 629

Comparative Politics: Political Science 507, 508, 509, 510, 511, 522, 529, 570, 614, 630, 631.

International Politics: Political Science 505, 506, 515, 523, 529, 609, 630

Courses numbered Political Science 500 through 504, 601, 650, and 651 may be counted in an appropriate area of specialization upon the approval of the adviser.

## II. Master of Public Administration Degree (M.P.A.)

The West Virginia College of Graduate Studies and Marshall University, in a cooperative program, afford the opportunity for students to earn a Master of Public Administration degree. All the courses needed to fulfill the degree requirements are available on the campus of Marshall University. The COGS will grant the M.P.A. degree.

Students admitted to the M.P.A. program must contact the Program Director for all matters related to the program.

The Master of Public Administration program is designed to prepare graduates for positions of policymaking and administrative responsibility in federal, state, and local governmental agencies and selected business and public service organizations. The program seeks to develop within each student analytical and technical skills necessary for the development, administration, implementation, and evaluation of public policy.

## ADMISSIONS

In order to be admitted to the M.P.A. program, an applicant must have a baccalaureate degree with a minimum overall undergraduate GPA of 2.5 ( $A=4$ ) and a minimum score of 450 on the Graduate Management Admissions Test (GMAT). In the case where an applicant does not meet one or the other of these minimums, eligibility is determined by use of either of the following two methods:

1. The sum of the undergraduate grade point average (GPA) multiplied by 200 plus the score on the GMAT must be at least 950.  $GPA \times 200 + GMAT = 950$
2. The sum of the undergraduate GPA over the last two academic years of undergraduate work multiplied by 200 plus the score on the GMAT must be at least 1000.  $GPA \text{ (last two years)} \times 200 + GMAT = 1000$

The GMAT should be taken not later than the completion of 12 hours of course work.

For applicants who have previously taken the Graduate Record Examination (GRE), the GMAT is not required. In using the GRE scores in either of the two admissions formulas, the GRE score is multiplied by 0.45 and then substituted for the GMAT score.

Students applying for admission who hold Masters degrees at the time of application need not take the GMAT or GRE.

In deciding on admissibility of students failing the GPA-GMAT or GPA-GRE minimum standard, consideration will be given to relevant business, government, or other experience, along with the undergraduate record, and any graduate course work taken at another institution or at Marshall University.

## PREREQUISITE COURSES

It is expected that students entering the M.P.A. program will have diverse backgrounds. In order to achieve an appropriate level of competence for graduate work in public administration, competencies in the following areas are required. Competency in these areas may be satisfied by undergraduate academic work as determined by the Marshall M.P.A. Program Director or, where the student believes he/she has sufficient mastery of the subject matter, by satisfactory completion of a competency examination.

1. Economic analysis
2. Management processes
3. Quantitative methods of analysis
4. Introductory statistics

## CURRICULUM

### A. Core Curriculum (Required of all candidates for the M.P.A. degree)

1. PSC 533, Public Administration and Policy Development ..... 3 hrs.
2. PSC 618, Seminar in Public Administration ..... 3 hrs.
3. PSC 633, Administrative Organization and Behavior ..... 3 hrs.



4.	ECN 550, Public Finance .....	3 hrs.
5.	PSC 553, Governmental Budgetary Administration .....	3 hrs.
6.	COGSPA 630, Data Analysis .....	3 hrs.
7.	COGS PA 610, Public Policy Analysis and Evaluation .....	3 hrs.
	<b>Core Total</b>	<b>21 hours</b>
B.	Electives (Approved by the advisor)	15 hours
C.	Internship (students should confer with advisor)	6 hours
	<b>Total</b>	<b>36-42 hours</b>

**500-501-502-503-504. SELECTED TOPICS. 3; 3; 3; 3; 3 hrs.**

To offer a course, seminar or workshop on some special topic in the field of political science which is not adequately treated in the regular course offerings.

**505. INTERNATIONAL ORGANIZATIONS. 3 hrs.**

Study of world and regional organizations as reflections of world politics, as instruments of foreign policies, and as forces for change and order, with emphasis on their role as channels for management of cooperation and conflict.

**506. INTERNATIONAL POLITICS. 3 hrs.**

Study of major issues in world politics, with emphasis on theoretical approaches, problems of war and peace, and contemporary trends.

**507. ASIAN POLITICS. 3 hrs.**

Study of such nations as India, China, Japan, and Korea in the contemporary setting.

**508. MIDDLE EASTERN POLITICS. 3 hrs.**

Study of the Arab States and such nations as Israel, Iran and Turkey in the contemporary setting.

**509. WESTERN DEMOCRATIC POLITICS. 3 hrs.**

Study of such nations as Canada and those of Western Europe, particularly Great Britain and France.

**510. EUROPEAN COMMUNIST POLITICS. 3 hrs.**

Study of the Soviet Union and Eastern Europe.

**511. LATIN AMERICAN POLITICS. 3 hrs.**

Study of selected Latin American nations in the contemporary setting.

**515. INTERNATIONAL LAW. 3 hrs.**

Study of theories, origins, sources, development, present state, and trends of international law as a factor in various aspects of international politics.

**522. AFRICAN POLITICAL SYSTEMS. 3 hrs.**

The study of political systems of selected countries, blocs or regions.

**523. AMERICAN FOREIGN POLICY. 3 hrs.**

The study of descriptive, analytical, and normative aspects of the foreign policy of the United States with emphasis on contemporary problems and issues.

**525. ANCIENT AND MEDIEVAL POLITICAL THOUGHT. 3 hrs.**

Selective study of classics of Western political theory from earliest times through the 15th century, such as that of Plato, Aristotle, the Romans, Augustine, and Aquinas.

**526. MODERN POLITICAL THOUGHT. 3 hrs.**

Selective study of classics of Western political theory from the 16th through the 18th centuries, such as that of Machiavelli, Bodin, Hobbes, Locke, Rousseau, Hume, and Burke.

**527. CONTEMPORARY IDEOLOGIES. 3 hrs.**

A critical analysis of political theory in the 19th and 20th centuries such as liberalism, conservatism, socialism, Marxism, communism, fascism, and Maoism.

**529. THE POLITICS OF CONFLICT AND REVOLUTION. 3 hrs.**

Study of major theories of conflict and revolution, and analysis of conflict-inducing and conflict-inhibiting factors related to system maintenance, with emphasis on the relevance of the literature in this area to the black community.

**530. AMERICAN POLITICAL IDEAS. 3 hrs.**

Political ideas of representative American thinkers.

**533. PUBLIC ADMINISTRATION AND POLICY DEVELOPMENT. 3 hrs.**

Study of economic, sociological, psychological, and political factors in the shaping of public policy and planning, with stress on interrelationships between politics, administration and planning.

**536. THE AMERICAN JUDICIARY. 3 hrs.**

Structure and behavior in American national and state judicial systems, including analysis of their decision making and policy making functions, their procedures and administration, and problems and trends.

**540. POWER IN AMERICAN SOCIETY. 3 hrs.**

A study of the distribution of power in American society at the community and national levels with emphasis on the methods employed by social scientists to portray the community and national power structures.

550. **ADMINISTRATIVE LAW. 3 hrs.**

A study of the basic legal framework of administrative organization, including the problems of administrative discretion, rulemaking and adjudication, regulatory agencies, and administrative responsibility in the democratic state.

552. **PUBLIC PERSONNEL ADMINISTRATION. 3 hrs.**

Survey of Public Personnel Administration with particular attention on various facets of the merit system concept. Psychological and human relations aspects of the work situation and supervisor-subordinate interaction emphasized.

553. **GOVERNMENTAL BUDGETARY ADMINISTRATION. 3 hrs.**

Study of organization, administration, and accountability in the management of public funds, with emphasis on the political decision-making process of budget formulation, presentation, and execution.

561. **THE FUNCTIONAL DIMENSIONS OF URBAN POLITICS. 3 hrs.**

Study of policy problems of metropolitan political systems in terms of the functional requirements of a viable urban community, with emphasis on problems having special relevance to the black community.

570. **THE POLITICS OF TRANSITIONAL SOCIETIES. 3 hrs.**

Study of major concepts, institutions, and processes in political modernization, with comparative illustrations from various developing nations.

584. **CONSTITUTIONAL LAW: CIVIL LIBERTIES. 3 hrs. I.**

Supreme Court decision-making and basic principles of American constitutional liberty, emphasizing leading cases on the freedoms, equality, and due process of law. (PR: 104 or equivalent)

585. **CONSTITUTIONAL LAW: INSTITUTIONS. 3 hrs. II.**

Supreme Court decision-making and basic principles of American constitutional government, emphasizing leading cases on judicial, congressional, and presidential powers; separation of powers; and federalism. (PR: Political Science 484 or 584 or equivalent)

601. **READINGS IN POLITICAL SCIENCE. 2-3 hrs.**

Readings to meet the needs and interests of individual students.

602. **RESEARCH DESIGN AND METHODOLOGY. 3 hrs.**

Study to give the student a working knowledge of various forms of empirical and quantitative research in political science, treating such topics as concept formation, experimental method, data-collection techniques, measurement, probability and statistical inference, correlation and regression, scaling, and survey research.

603. **PROBLEMS IN AMERICAN POLITICS. 3 hrs.**

Contemporary problems, procedures, and trends in American national politics. Recommended for teachers.

606. **SEMINAR IN JUDICIAL POLITICS. 3 hrs.**

609. **SEMINAR IN INTERNATIONAL RELATIONS. 3 hrs.**

611. **SEMINAR IN THE AMERICAN LEGISLATIVE PROCESS. 3 hrs.**

614. **SEMINAR IN COMPARATIVE POLITICAL SYSTEMS. 3 hrs.**

618. **SEMINAR IN PUBLIC ADMINISTRATION. 3 hrs.**

621. **URBAN ADMINISTRATION. 3 hrs.**

Principles and methods of urban administration in the U.S.

629. **SEMINAR IN POLITICAL THOUGHT. 3 hrs.**

630. **SEMINAR IN COMPARATIVE FOREIGN POLICY. 3 hrs.**

631. **SEMINAR IN COMPARATIVE POLITICAL INSTITUTIONS AND PROCESSES. 3 hrs.**

633. **ADMINISTRATIVE ORGANIZATION AND BEHAVIOR. 3 hrs.**

Study of some contributions of the behavioral sciences to the study of organizations, with stress on such concepts as leadership, motivation, conflict, power, role theory, organizational design, and decision-making.

648. **SEMINAR IN STATE GOVERNMENT AND POLITICS. 3 hrs.**

West Virginia government and political problems will receive special attention although other states may be considered.

650-651. **SEMINAR. 3; 3-6 hrs.**

To be offered in connection with courses listed above.

652. **SEMINAR IN POLITICAL BEHAVIOR. 3 hrs.**

675. **LEGISLATIVE INTERNSHIP. 6 hrs.**

Intensive work experience in the West Virginia legislative processes coupled with a seminar involving directed reading and the preparation of a paper. This is a cooperative

program with West Virginia University and the Office of Legislative Services with only selected students participating. (PR: One semester of graduate work and recommendation of department chairman.)

680. **MASTERS ESSAY. 3 hrs.**

681. **THESIS. 1-6 hrs.**

## PSYCHOLOGY (PSY)

The Department of Psychology offers Master of Arts degrees in either Clinical Psychology or General Psychology. The two programs differ markedly in their admission requirements, course sequence and orientation.

### CLINICAL (PROFESSIONAL) PSYCHOLOGY

Students intending to qualify for employment as a master's level clinical psychologist complete a minimum of 39 credit hours of core courses, as well as 6 hours of practicum and a clinical internship in an approved setting. This program is oriented toward training high quality clinical practitioners as well as preparing students for the licensing exams of states which require licensure of master's level psychologists. Students plan their course work in conjunction with their advisors and in accordance with their background to move through the program with the greatest efficiency.

Applications which are received after June 1st for fall admission, or October 1st for spring admission, may not be processed by the department. Because of the demand for admission to this program, it is not possible to admit every qualified person.

### GENERAL (THEORETICAL) PSYCHOLOGY

Students earning a master's degree as preparation for doctoral study must complete a minimum of 33 hours of graduate credit, including a research-based thesis. The courses are:

Psychology 502, 506, 516, 560 .....	12
Psychology 614, 616, 618, 623, 624 .....	15
Seminar to be specified .....	3
Psychology 681-Thesis .....	3

Admission is open to any person who has earned a Bachelor's degree from an accredited institution. Enrollment in graduate courses, however, requires adequate preparation. A minimal preparation would include at least 15 hours in Psychology, a course in Psychological Statistics, and a laboratory course in Experimental Psychology. Applicants must submit scores on the aptitude section of the GRE for placement purposes.

### ADDITIONAL REQUIREMENTS IN BOTH PROGRAMS

The following requirements must be met for a student to be admitted to Candidacy.:

1. The candidates must have completed at least twelve (12) hours of the courses required in their programs with an average of 3.0 or better.
2. The candidates cannot have more than one C in any graduate course work.
3. The candidates must be recommended for admission by a majority of their three-member guidance committee, composed of faculty members chosen by the student.

502. **ADVANCED SOCIAL PSYCHOLOGY. 3 hrs.**

Advanced study of selected topics in social psychology. (PR: Psychology 302 or equivalent)

506. **PSYCHOMETRICS. 3 hrs.**

Mental test theory and applications. (Rec: Psychology 223 or equivalent)

508. **ABNORMAL PSYCHOLOGY. 3 hrs.**

Study of the nature, causes and treatment of maladaptive human behavior. (Rec: Psychology 201 or equivalent)

516. **PSYCHOLOGY OF LEARNING. 3 hrs.**

Critical study of the major theories of learning and related research. (PR: At least 3 hours in Experimental Psychology)

517. **INTERMEDIATE BEHAVIORAL STATISTICS. 3 hrs.**

An intermediate level presentation of descriptive and inferential statistics as applied in behavioral research. 2 lec-2 lab. (PR: Psychology 223 or equivalent)

518. **PSYCHOLOGY OF PERSONNEL. 3 hrs.**

Psychological principles and methods applied to functions in personnel administration. (Rec: Psychology 201 or equivalent)

540. **PHYSIOLOGICAL PSYCHOLOGY. 3 hrs.**



The relationships between physiological functions and biochemical processes and behavior.

560. **HISTORY AND SYSTEMS OF PSYCHOLOGY. 3 hrs.**

(Rec: 12 hours of psychology or equivalent)

614. **PSYCHOLOGY OF PERSONALITY. 3 hrs.**

The nature of personality structure and dynamics. (Rec: 12 hours of psychology or equivalent)

615. **GROUP TESTS. 3 hrs.**

Interpretation, evaluation, and selection of tests of ability, aptitude, attainment, interest and personality. (PR: Psychology 506)

616. **HUMAN MEMORY AND INFORMATION PROCESSING. 3 hrs.**

Theory and research relating to human learning, memory and decision processes. (PR: Psychology 323 or equivalent)

618. **PSYCHOPHARMACOLOGY. 3 hrs.**

Survey of psychotropic drug substances with emphasis on neuropharmacological bases of drug action, current research methods and therapeutic implications. (PR: Psychology 540 or equivalent)

623. **EXPERIMENTAL DESIGN. 3 hrs.**

An introduction to the design and interpretation of behavioral research. Emphasis is upon tests of significance and assumptions governing their application. (PR: Psychology 517 or equivalent)

624. **MULTIVARIATE ANALYSIS. 3 hrs.**

Multivariate analysis in behavioral research including multiple regression, analysis of variance, canonical correlation, and principal components and factor analysis. (Psychology 517 or equivalent)

631. **INDIVIDUAL INTELLIGENCE TESTS. 3 hrs.**

Administration, scoring, and interpretation of individual tests of mental ability, with specific attention to Binet and Wechsler scales. (PR: Psychology 506 and consent of instructor)

632. **BEHAVIOR MODIFICATION. 3 hrs.**

Principles and techniques of the Behavior Therapies and theories underlying the behavioral approach. (PR: Consent of instructor)

633. **INDIVIDUAL PSYCHOTHERAPY AND INTERVIEWING. 3 hrs.**

A survey of the basic skills and techniques used in treating various forms of psychopathology. (PR: Psychology 632 and consent of instructor)

634. **GROUP THERAPY. 3 hrs.**

Different types of group psychotherapy as appropriate for various problems and populations; intensive experience in at least two methods. (PR: Psychology 614, 632 and consent of instructor)

670-671. **CLINICAL PRACTICUM. 3 hrs.**

Supervised application of principles of therapy and evaluation in a clinical setting. (PR: Consent of departmental chairperson)

680. **CLINICAL INTERNSHIP. 1-6 hrs.**

Placement in an approved mental health setting for minimum of 400 hours. Supervised by on-site staff in addition to psychology faculty. (PR: Admission to candidacy and consent of department chairperson)

681. **THESIS. 1-6 hrs.**

690-691-692-693-694-695. **SEMINAR. 1-3; 1-3; 1-3; 1-3; 1-3; 1-3 hrs.**

Reports on current problems and literature in psychology and related fields; professional ethics. (PR: Consent of department chairperson)

### **SAFETY (SED)**

Admission to the graduate program in Safety is dependent upon the student satisfying the minimum admission requirements established by the Graduate School. The Master of Science Degree in Safety requires 32 semester hours of graduate work, of which not more than 6 hours may be earned by a thesis. If a thesis is not submitted, a minimum of 36 hours of course work must be completed.

A final (written) comprehensive examination is administered to all candidates by a committee of three members of the graduate faculty in the School of Education, including the student's advisor. The student who fails to pass the comprehensive examination on a given attempt may be asked to enroll in courses as determined by his committee before taking the examination again. In the non-thesis safety option students must also take a comprehensive written examination.

Prior to admission to candidacy all students must have completed courses or equivalent courses in general safety education, first aid, and personal health with the consent of the department.

The graduate curriculum in Safety is divided into three areas of specialization namely Traffic Safety, Occupational Safety and Health, and Safety Management. These programs are offered in cooperation with other schools as may be designated.

Minimum requirements .....	36 hours
with thesis .....	32 hours

### MASTER OF SCIENCE DEGREE - SAFETY

#### Emphasis: Traffic Safety

Required Courses	Hours
SED 550 Traffic Engineering .....	3
SED 580 Traffic Law Enforcement or	
SED 606 Field Experience for the Safety Specialist .....	3
SED 590 Problems and Practices in Driver and Traffic Safety Education .....	3
SED 593 Organization, Administration and Supervision of Safety Programs .....	3
SED 601 Safety in Transportation .....	3
SED 610 Philosophy and Psychological Concepts of Occupational Safety and Health .....	3
SED 630 Current Literature and Research in Occupational Safety and Health .....	3
SED 660 Human Factors in Accident Prevention .....	3
SED 669 Traffic Safety Management .....	3
Electives: Permission of Advisor or Chairman .....	9
	36

### MASTER OF SCIENCE DEGREE - SAFETY

#### Emphasis: Occupational Safety and Health

Required Courses	Hours
SED 585 Occupational Safety and Health Programs .....	3
SED 586 Occupational Safety and Health Legislation .....	3
SED 589 Occupational Hazard Control .....	3
SED 593 Organization, Administration and Supervision of Safety Programs .....	3
SED 595 Occupational Safety and Health Management .....	3
SED 610 Philosophical and Psychological Concepts of Occupational Safety and Health .....	3
SED 630 Current Literature and Research in Occupational Safety and Health .....	3
SED 647 Industrial Hygiene .....	3
SED 660 Human Factors in Accident Prevention .....	3
Electives: Permission of Advisor or Chairman .....	9

### MASTER OF SCIENCE DEGREE - SAFETY

#### Emphasis: Safety Management

Required Courses	Hours
SPH 508 Discussion and Conference Leadership .....	3
SOC 533 Industrial Sociology .....	3
SED 585 Occupational Safety and Health Programs .....	3
SED 593 Organization, Administration and Supervision of Safety Programs .....	3
SED 595 Occupational Safety and Health Management .....	3
SED 610 Philosophical and Psychological Concepts of Occupational Safety and Health .....	3
SED 630 Current Literature and Research in Occupational Safety and Health .....	3
SED 660 Human Factors in Accident Prevention .....	3
Electives: Permission of Advisor or Chairman .....	12
	36

#### 536. SAFETY EDUCATION FOR ELEMENTARY TEACHERS. 1 hr.

Survey of accident prevention methods in the elementary school environment, with emphasis on elementary school safety curriculum, laws, personal protection and resources for elementary school teachers.

#### 550. TRAFFIC ENGINEERING. 3 hrs.

Concerned with traffic and pedestrian flow, channelization, light coordination, intersection control, and devices as related to safe, convenient, and economical transportation of persons and goods.

#### 560. ACCIDENT INVESTIGATION/ RECONSTRUCTION. 3 hrs.

An introductory course in traffic accident investigation designed to give insight into the recognition and collection of evidence, collection and recording data and reconstructing the accident based on the facts.

580. **TRAFFIC LAW ENFORCEMENT. 3 hrs.**  
A course designed to study and evaluate the varied and complex system of laws governing the control of all forms of human traffic law and enforcement on present and future societies.
- 582-584. **SPECIAL TOPICS. 1-3 hrs.**
585. **OCCUPATIONAL SAFETY AND HEALTH PROGRAMS. 3 hrs.**  
Safety functions in industry. Principles of organization and application of safety programs. Prevention, correction and control methods are outlined and evaluated.
586. **OCCUPATIONAL SAFETY AND HEALTH LEGISLATION. 3 hrs.**  
A survey of the legislation that has affected the safety movement with special emphasis on the 1969 Coal Mine Health and Safety Act and the 1970 Occupational Safety and Health Act.
589. **OCCUPATIONAL HAZARD CONTROL. 3 hrs.**  
A study of the latest industrial safety information which will assist the student in designing a program to reduce or eliminate all incidents which downgrade the system.
590. **PROBLEMS AND PRACTICES IN TRAFFIC SAFETY AND DRIVER EDUCATION. 3 hrs.**  
A survey course for supervisors of traffic accident prevention programs. Examines and evaluates problems, attitudes, activities, and administrative practices in school, city, and state traffic safety programs. Supplements basic teacher training courses in driver education. (Rec: Safety Education 235 and 385 or equivalent)
593. **ORGANIZATION, ADMINISTRATION AND SUPERVISION SAFETY PROGRAMS. 3 hrs.**  
A study of safety programs at the state and local levels including the administrative, instructional, and protective aspects of a comprehensive safety program in schools, occupations, home and public.
595. **OCCUPATIONAL SAFETY AND HEALTH MANAGEMENT. 3 hrs.**  
Concerned with instruction of industrial management personnel interested in accident prevention and safety administration. Emphasis will be on principles, facts and methodology involving safety management.
601. **SAFETY IN TRANSPORTATION. 3 hrs.**  
Concerned with safe, efficient movement of people and goods. Involves highway, air, water, pipeline, and rails.
606. **FIELD EXPERIENCE FOR THE SAFETY SPECIALIST. 3 hrs.**  
Concerned with the visitation and evaluation of the safety program of various agencies in the region.
610. **PHILOSOPHICAL AND PSYCHOLOGICAL CONCEPTS OF OCCUPATIONAL SAFETY AND HEALTH. 3 hrs.**  
An analysis of the educational philosophies and the application of these philosophies to occupational safety. A study of the effect of occupational safety on modern living.
630. **CURRENT LITERATURE AND RESEARCH IN OCCUPATIONAL SAFETY AND HEALTH. 3 hrs.**  
An analysis and study of selected works of national and international authors concerning significant works in Occupational Safety.
645. **SAFETY ENGINEERING AND EQUIPMENT DESIGN. 3 hrs.**  
The design and engineering of facilities and equipment to meet the physical needs of the human as well as enhancing production.
647. **INDUSTRIAL HYGIENE. 3 hrs.**  
Concerned with environmental health and safety hazards that arise out of or occur during work of employees.
650. **INTERNSHIP FOR THE SAFETY SPECIALIST. 3 hrs.**  
Supervised experience on the job site. Involves the student working under safety personnel and analyzing and writing of experiences.
660. **HUMAN FACTORS IN ACCIDENT PREVENTION. 3 hrs.**  
A study of the psychological principles and their applications to accident causation and prevention.
669. **TRAFFIC SAFETY MANAGEMENT. 3 hrs.**  
Concerned with the total Traffic Safety Management Program, including vehicle registration, driver licensing, motorcycle driver education, and motor vehicle registration.
679. **PROBLEM REPORT. 1-3 hrs.**
681. **THESIS. 1-6 hrs.**

#### SOCIAL STUDIES (SOS)

This interdisciplinary program is for public school teachers as well as other students who wish



to broaden and apply their knowledge in several of the social sciences. To be eligible a student must have received undergraduate credit for at least thirty semester hours in the social sciences. For the M.A. degree, thirty-six hours graduate credit in course work and a written comprehensive examination are required. A student writing a thesis must earn thirty-two hours graduate course credit of which no more than six hours credit may be granted for the thesis.

Within the limits indicated below, the student, in consultation with the adviser, should plan course work to pursue either of the following programs of study:

- a. General, oriented to the interests of the student.
  - b. International and/or Multi-Cultural Studies.
1. Six hours from each of three of the following fields:  
 Anthropology/sociology, economics, geography, history, political science ..... 18 hrs.
  2. Electives\* (with adviser's approval) ..... 12 hrs.
  3. Social Studies 640 (Readings in Social Studies) ..... 3 hrs.
  4. Social Studies 679 (Problem Report) ..... 3 hrs.
  5. Social Studies 681 (Thesis\*\*) ..... 1-6 hrs.

\*An in-service teacher in continuing employment must take at least six hours in professional education courses.

\*\*A student choosing the thesis option may omit SOS 679 and six hours of other course work.

**582-583-584 585. SPECIAL TOPICS. 1-3; 1-3; 1-3; 1-3 hrs. I, II, S.**

**640. READINGS. 3 hrs.**

**679. PROBLEM REPORT. 3 hrs.**

**681. THESIS. 1-6 hrs.**

## SOCIOLOGY (SOC)

Applicants for admission to the graduate program in sociology must present: (1) a minimum of twelve hours of undergraduate sociology courses, including three hours of statistics; (2) Graduate Record Examination scores.

Applicants for admission to candidacy must have completed satisfactorily twelve hours of resident graduate sociology courses including Sociology 503 and 545. To complete the requirements for the master's degree, either the thesis or the non-thesis option may be chosen. The thesis option is recommended for those who plan to teach at the college level and to continue work toward the Ph.D.

The thesis option requires completion of 32 hours of work, including 6 hours of thesis in Sociology 681 and a minor of 6-9 hours. The non-thesis option requires completion of 36 hours, including Sociology 679 and a minor of 6 hours. Sociology 503, 545 and 601 are required for either option.

The following specialty options are available:

1. General Option: Sociology 501, 503, 521, 545, 601, 679 or 681 and 12-18 additional hours.
2. Community Development Option: Anthropology 505, 527, Sociology 503, 539, 542, 545, 601, 602, 679 or 681 and 3-9 additional hours.
3. Industrial Relations Option: Sociology 503, 545, 512, 533, 542, 601, 633, 679 or 681 and 6-12 additional hours.

**500. HUMAN ECOLOGY. 3 hrs.**

Study of the ecological structure and processes of human communities, regions, and areas. (PR: 6 hours of sociology or equivalent)

**501. POPULATION PROBLEMS. 3 hrs.**

Study of population characteristics, growth and trends with emphasis on the social and cultural implications. (PR: Sociology 345, or equivalent)

**503. SOCIAL RESEARCH II. 3 hrs.**

Intermediate social research methodology with emphasis on research design. 2 lec-2 lab. (Required of all M.A. candidates). (PR: Sociology 345, or equivalent)

**508. THE FAMILY. 3 hrs.**

Theoretical analysis of the family as a primary social institution. (PR: 6 hours of sociology or equivalent)

**512. SMALL GROUPS. 3 hrs.**

Study of the dynamics of small groups with emphasis on role theory. (PR: Sociology 300 or Sociology 310 or Psychology 302, or equivalent)

**513. COLLECTIVE BEHAVIOR. 3 hrs.**

Analysis of uninstitutionalized social behavior. (PR: Six hours of sociology or equivalent)

**521. SOCIOLOGICAL THEORY I. 3 hrs.**

The development of social thought and early sociological theory. (PR: 6 hours of sociology or equivalent)

523. **CONFLICT SOCIOLOGY. 3 hrs.**  
Analysis of theories of the conflict school of sociology and their application in research. (PR: 6 hours of sociology or departmental permission)
528. **MEDICAL SOCIOLOGY. 3 hrs.**  
Social organization of modern medicine and allied health delivery systems. (PR: Six hours of sociology or departmental permission)
533. **INDUSTRIAL SOCIOLOGY. 3 hrs.**  
Study of the organization and structure of the workplant as a social system; the meaning and organization of work; managerial functions; management-labor relations; and human relations in industry. (PR: Sociology 412 or equivalent)
539. **SOCIAL STRATIFICATION. 3 hrs.**  
Analysis of various theories of stratification, with emphasis on the American class system. (PR: 6 hours of sociology or equivalent)
542. **METROPOLITAN COMMUNITIES. 3 hrs.**  
Sociology of metropolitan communities. (PR: Sociology 300 or equivalent)
545. **SOCIAL STATISTICS II. 3 hrs.**  
Intermediate level statistical analysis, including analysis of variance and covariance. 2 lec-2 lab. (Required of all M.A. candidates). (PR: Sociology 345 or equivalent)
550. **SOCIOLOGY OF RELIGION. 3 hrs.**  
An investigation into the nature of religion as a social phenomenon. (PR: 6 hours of sociology or equivalent)
- 581-582. **INDEPENDENT STUDY. 2-4; 2-4 hrs.**  
Individual study of topics not offered in regularly scheduled courses. (PR: For majors only; advance departmental permission is required)
- 583-584. **SPECIAL TOPICS. 2-4; 2-4 hrs.**  
Study of topics not covered in regularly scheduled courses. (PR: Graduate status and permission)
601. **SOCIOLOGICAL THEORY II. 3 hrs.**  
Contemporary sociological theories and their relation to research in human behavior (Required of all M.A. candidates). (PR: Sociology 421 or equivalent)
602. **CONTEMPORARY SOCIAL CHANGE. 3 hrs.**  
Theories of social change and their uses in analyzing social change of today. (PR: 12 hours of sociology or equivalent)
- 603-604. **BEHAVIORAL SCIENCE I AND II. 3; 3 hrs.**  
Seminar in behavioral science theory. (PR: 12 hours in any combination of sociology, psychology, political science or economics, or equivalent)
611. **SOCIAL PATHOLOGY. 3 hrs.**  
Seminar in social maladjustment and disorganization and their consequences. (PR: 12 hours of sociology or equivalent)
612. **SOCIAL MOVEMENTS. 3 hrs.**  
Seminar in social movements and other collective phenomena with analysis of selected examples. (PR: 12 hours of sociology or equivalent)
620. **CRIMINOLOGY. 3 hrs.**  
Seminar in crime and delinquency. (PR: 12 hours of sociology or equivalent)
633. **COMPLEX ORGANIZATIONS. 3 hrs.**  
Seminar in complex organizations with special attention given to bureaucratic organization. (PR: 12 hours of sociology or equivalent)
668. **SEMINAR. 1-3 hrs.**  
Topics vary from semester to semester. (PR: 12 hours of sociology or departmental permission)
679. **PROBLEM REPORT. 1-3 hrs.**  
The preparation of a written report on a research problem or field study in sociology. (PR: Departmental permission)
681. **THESIS. 1-6 hrs. I, II, S.**  
Individual research in a selected field of sociology under the direction of a member of the department. (PR: Admission to candidacy and staff approval of thesis proposal.)

#### SPANISH (SPN)

510. **SPANISH LITERATURE FROM THE CID THROUGH THE 17TH CENTURY. 3 hrs. On demand.**  
Readings, lectures, reports and discussions of significant literary works from the Cid through the 17th century. (PR: 6 hours of literature numbered 312 or above or equivalent)
- 580-581. **SPECIAL TOPICS. 2-4; 2-4 hrs.**

Independent research in selected areas of Spanish and Spanish American literature that are not available in other courses in the catalog. The student has the opportunity to become familiar with leading authorities and bibliographies. Conferences and reports in Spanish. (PR: 6 hours of literature numbered 312 or above or equivalent and permission of instructor)

**585. THE MODERNIST MOVEMENT. 3 hrs. S.**

The precursors of the Modernist Movement, its chief exponents, and its influence on the literature of Spanish America and Spain. Readings, lectures, discussions, and reports in Spanish. (PR: 6 hours of literature numbered 312 or above or equivalent)

**588. ADVANCED SYNTAX AND STYLISTICS. 3 hrs. S.**

A detailed analysis of Spanish syntax and shades of meaning with the writing of original compositions in Spanish to perfect the student's own style. (PR: 204 or equivalent)

**610. READINGS IN SPANISH OR SPANISH AMERICAN LITERATURE.**

**1-3 hrs.**

Readings designed for the graduate student who has the interest and the ability to study in depth a certain author, genre, or literary movement. (PR: 6 hours of literature numbered 312 or above or equivalent and permission of instructor)

**612. SPANISH-AMERICAN ROMANTICISM. 3 hrs.**

Leading writers and trends in thought and versification of the romantic period. (PR: 6 hours of literature numbered 312 or above or equivalent)

**620. SPANISH ROMANTICISM. 3 hrs.**

The trends and characteristics of the Romantic Movement in the writings of its leading exponents in lyric poetry, non-dramatic prose, and the theatre. (PR: 6 hours of literature numbered 312 or above or equivalent)

**625. SPANISH LITERATURE OF THE TWENTIETH CENTURY. 3 hrs.**

Emphasis on prose, poetry and the theatre since 1936, including writers in exile. (PR: 6 hours of literature numbered 312 or above or equivalent)

**679. PROBLEM REPORT. 1-3 hrs.**

**681. THESIS. 1-6 hrs.**

## **SPEECH (SPH)**

Students seeking a graduate degree in the Department of Speech may select a major program which emphasizes a broad background in general speech or a specialized program in speech pathology and audiology or in broadcasting. Before being fully admitted for any of these programs a student must have completed a minimum of 18 hours of appropriate undergraduate work in speech, or have achieved the equivalent competency.

Each departmental major will have a graduate committee consisting of his advisor and two other members of the graduate staff.

A written comprehensive examination is required; in addition, an oral comprehensive examination may be required. The examination will be evaluated by representatives of each area of the department, but members of a candidate's examining committee will grade (pass/not pass) the examination(s). In addition to the comprehensive examination(s), a candidate who writes a thesis will be required to pass an oral examination on the thesis.

A minimum of 36 graduate credit hours of coursework (without the thesis) or 32 hours (with the thesis) is required for graduation. One-half of these hours must be 600 level courses. All graduate students in the speech program will take the course Speech 601: Problems and Methods in Speech Research. Special provisions of each of the programs of emphasis are:

### **Major in Speech**

The student choosing a general speech program may take a broad selection of courses in all departmental fields or may choose to emphasize work in public address, broadcasting, or theatre. He must take one course in each of these areas plus one graduate course in speech science. (Speech 606, 634, 649 and 656, are courses recommended to satisfy this diversification requirement but others may be substituted with the approval of the chairman.)

### **Specialization in Speech Pathology and Audiology**

Emphasis in speech pathology and audiology at the graduate level follows a prescribed program leading to eligibility for national certification by the American Speech and Hearing Association. Students without a minimum of 30 semester hours of undergraduate coursework in speech pathology, audiology, psychology, and related areas which are specified as a part of national certification requirements, should plan to earn the additional credits during their graduate enrollment.

Students wishing to be eligible for a certificate as a speech and hearing therapist in the schools,



must also meet the course requirements for such certification outlined in the undergraduate catalog.

501. **ORGANIZATIONAL COMMUNICATION. 3 hrs.**  
Investigation of information flow in organizations with emphasis on identifying communication problems.
503. **PLAY DIRECTION. 3 hrs.**  
Introduction to theories, principles, techniques, and history of play production. (PR: Speech 210, 312 and 313, except for language arts majors)
504. **ADVANCED PLAY DIRECTION. 3 hrs.**  
In depth study of major directional approaches. Analysis of contemporary movements and leaders in the field. Students must stage productions as part of class requirement.
507. **PERSUASION. 3 hrs.**  
The study of persuasive methods and theories, with special attention to campaign, movements, and well-known speakers in contemporary society. (PR: 202 or 205 or 207)
508. **DISCUSSION AND CONFERENCE LEADERSHIP. 3 hrs.**  
A study of the variables affecting, and affected by, the communication process in small groups, with particular emphasis upon leadership variables. (PR: Sph 215 or equivalent)
518. **COMMUNICATION DISORDERS OF SCHOOL CHILDREN. 3 hrs.**  
A survey of the causes, symptoms, and treatment of communication disorders encountered in the classroom. Not open to speech pathology majors.
527. **CLINICAL PRACTICUM WITH SCHOOL CHILDREN. 6 hrs. (CR/JNC)**  
Supervised clinical practice with school-aged children; fulfills student teaching requirements for West Virginia Certification as Speech-Language Pathologist. Only 3 hours may be applied to a master's degree. (PR: Speech 332 or equivalent)
530. **BROADCAST DOCUMENTARY AND DRAMATIC WRITING. 3 hrs.**  
Writing techniques for preparing scripts for the documentary, film and dramatic show. (PR: Speech 332 or equivalent)
531. **ADVANCED TELEVISION PRODUCTION. 3 hrs.**  
Advanced theory and practice in the elements of producing the complete television program. (PR: Speech 233 or 432 or equivalent)
532. **INSTRUCTIONAL BROADCASTING. 3 hrs.**  
Development of instructional broadcasting; production and utilization of instructional programs.
533. **RADIO AND TELEVISION PROGRAMMING. 3 hrs.**  
Principles of programming, including audience analysis, production, purchase, and scheduling of various formats.
534. **RADIO, TELEVISION AND SOCIETY. 3 hrs.**  
The unusual effects of these agents upon society and their place in modern communications. (PR: Speech 230 or equivalent)
535. **BROADCAST LAW AND REGULATIONS. 3 hrs.**  
Development and present status of the legal structure of broadcasting in the United States. (PR: Speech 230 or equivalent)
536. **COMPARATIVE SYSTEMS OF BROADCASTING. 3 hrs.**  
Development of various systems of broadcasting practiced in other countries of the world and comparison with our own. Including recent trends in international broadcast systems and communications satellites. (PR: Speech 230 or equivalent)
537. **BROADCAST MANAGEMENT AND ECONOMICS. 3 hrs.**  
Problems and practices in the organization and operation of radio and television stations, including study of the economics of the broadcast industry. (PR: Speech 230 or 435 or equivalent)
538. **INSTRUCTIONAL TELEVISION UTILIZATION. 3 hrs.**  
The background and skills required for utilization, validation and evaluation of instructional television for teachers and others concerned with improvement in the teaching learning process.
540. **PLAYWRITING. 3 hrs.**  
Principles of dramatic construction. Writing of one-act plays and sketches for experimental and public performance.
543. **THEATRE HISTORY TO 1660. 3 hrs.**  
A survey of man's activities in the theatre from primitive times to 1660.
544. **THEATRE HISTORY SINCE 1660. 3 hrs.**  
A survey of man's activities in the theatre from 1660 to the present.
545. **CHILDREN'S THEATRE. 3 hrs.**  
Theory, direction, and staging of plays for children.

547. **SCENE DESIGN. 3 hrs.**  
The fundamental aesthetic and technical principles of staging are applied to the educational theatre. Specific attention is given to the generation of a design from the play manuscript. (PR: Speech 312 and 313 or equivalent)
548. **ADVANCED TECHNICAL THEATRE. 3 hrs.**  
Advanced work in technical phases of mounting a stage production. (PR: Speech 312-313 or equivalent)
550. **DIRECTION OF SPEECH ACTIVITIES. 3 hrs.**  
Direction of extra-curricular speech activities - assemblies, forensic events, etc. (PR: Fifteen hours of speech or permission of departmental chairman)
551. **DIRECTING SPEECH COMMUNICATION EVENTS FOR THE ELEMENTARY AND JUNIOR HIGH SCHOOL. 2 hrs.**  
Instruction and application of communication events for classroom methods and children's programs.
565. **INDUSTRIAL AUDIOLOGY. 3 hrs.**  
Noise measurement and regulations. Damage risk criteria, and hearing conservation.
575. **SEMINAR IN SPEECH EDUCATION FOR SECONDARY TEACHERS. 6 hrs.**  
A seminar in speech education for secondary and future teachers; a joint teacher-student program where theories and techniques can be studied, applied, and evaluated through practical experiences with high school students. (PR: One year teaching experience)
576. **SPEECH COMMUNICATION FOR CLASSROOM TEACHERS. 3 hrs. CR/NC.**  
Knowledge and utilization of interpersonal communication skills in all teaching-learning environment.
601. **PROBLEMS AND METHODS IN SPEECH RESEARCH. 3 hrs.**
604. **RHETORICAL BACKGROUND OF PUBLIC ADDRESS. 3 hrs.**  
The principles of public speaking traced back through the years to the Greek and Roman rhetoricians. (PR: Five hours of public address or equivalent)
606. **STUDIES IN COMMUNICATION THEORY. 3 hrs.**  
An extensive investigation into the major concepts of contemporary communication theory.
620. **SEMINAR ON VOICE DISORDERS. 3 hrs.**  
Detailed evaluation of theories of voice production and voice disorders; critical analysis of research literature; individual projects.
621. **SEMINAR ON CLEFT PALATE. 3 hrs.**  
Intensive study of communication problems and treatment associated with the cleft palate; critical analysis of research literature; individual projects.
622. **SEMINAR ON ARTICULATION. 3 hrs.**  
Intensive study of characteristics of speech sounds and their production; critical analysis of research literature; individual projects.
623. **SEMINAR ON STUTTERING. 3 hrs.**  
Detailed evaluation of theories of stuttering and relevant therapies; critical analysis of research literature; individual projects.
624. **SEMINAR ON CEREBRAL PALSY. 3 hrs.**  
Intensive study of neuro-muscular diseases and related communication disorders; critical analysis of research literature; individual projects.
625. **SEMINAR ON APHASIA. 3 hrs.**  
Intensive study on language disorders in children and adults; critical analysis of research literature; individual projects.
626. **SEMINAR ON COMMUNICATION SCIENCE. 3 hrs.**  
Intensive study of physical, physiologic, and perceptual properties of speech signals; instrumentation; critical analysis of research literature; individual projects.
628. **SEMINAR IN CHILD LANGUAGE. 3 hrs.**  
Intensive study of normal language development and language disorders in children; critical analysis of research literature; individual projects.
630. **SEMINAR IN BROADCAST CRITICISM. 3 hrs.**  
Intensive critical analysis of broadcast programs and programming procedures from the socio-cultural, literary, political and industry points of view. (PR: Speech 433 or equivalent)
632. **PROBLEMS IN EDUCATIONAL BROADCASTING. 3 hrs.**  
Examination and evaluation of the techniques, utilization procedures, and problems involved in educational and instructional broadcasting for the public school, higher education, industry and the public. (PR: Speech 432 or experience in ETV)

634. **SEMINAR IN RADIO AND TELEVISION. 3 hrs.**  
Problems in the broadcast field on varied subjects which concern the industry. (PR: Speech 435 or 437 or equivalent)
649. **SEMINAR IN THEATRE. 3 hrs.**  
Seminar in problems of dramatic production. (PR: Speech 503)  
The study of speech-communication education from the time of the Greeks to the present, with emphasis upon the evolution of communication education to meet the needs of contemporary society.
656. **SEMINAR IN PUBLIC ADDRESS AND SPEECH EDUCATION. 1-3 hrs.**  
(PR: 18 hours of speech or equivalent)
660. **SEMINAR ON AUDIOLOGY. 3 hrs.**  
Detailed evaluation of theories of hearing, hearing measurement, and methods of auditory rehabilitation; critical analysis of research literature; individual projects.
661. **CLINICAL AUDIOLOGY. 3 hrs.**  
Analysis of specialized tests for hearing evaluations; hearing aid selection; clinical activities.
662. **ADVANCED CLINICAL AUDIOLOGY. 3 hrs.**  
Audiological testing procedures with difficult to test clients (Malingers, mentally and physically handicapped, the very young, the very old). Theoretical and practical foundations of clinical middle ear measurement of acoustic impedance and otoadmittance.
663. **AUDIOLOGY IN THE PUBLIC SCHOOLS. 3 hrs.**  
Audiology in the Public Schools - Testing procedures with pre-school and school aged children: identification, differential diagnosis, educational management of the hard of hearing child, organization and administration of the public school audiology program.
664. **SEMINAR IN AURAL REHABILITATION. 3 hrs.**  
The hearing aid evaluation, auditory training, and speech reading with the hearing impaired, assessment of communication skills of the hard of hearing.
- 670-671. **CLINICAL PRACTICUM IN SPEECH PATHOLOGY. 3; 3 hrs.**  
Supervised clinical training in the Marshall University Speech and Hearing Clinic and in associated rehabilitation facilities.
- 675-676. **SEMINAR. 1-3 hrs.**  
Program of study not normally covered in other courses. Topics vary from semester to semester.
- 677-678. **SPECIAL TOPICS. 1-3 hrs.**  
Program of study not normally covered in other courses. Topics vary from semester to semester.
679. **PROBLEM REPORT. 1-3 hrs.**  
(Rec: 18 hours of speech of equivalent)
681. **THESIS. 1-6 hrs.**

## VOCATIONAL-TECHNICAL EDUCATION (VTE)

The Master of Science degree with a major in Vocational-Technical Education prepares individuals to be more effective in roles requiring competencies in Vocational-Technical Education. The program also serves professionals from other disciplines who are interested in vocational-technical education and wish to enhance their professional competence.

The program of study is based on the student's educational background and experience and on his/her career goals. Students apply for admission to the M.S. degree program and complete twelve hours of graduate study prior to admission to candidacy. During the student's final semester of courses, a written comprehensive examination is administered by the student's adviser and two additional members of the graduate faculty. In addition to the comprehensive examination, a candidate who writes a thesis is required to pass an oral examination on the thesis.

	Hours
Minimum requirements .....	32-36
1. Major Field .....	18
Vocational-Technical Education (VTE) courses must include VTE 500 and VTE 660	
2. Minor Field(s) .....	12
The student selects one or two minor fields of study in consultation with his/her adviser. The minor field(s) may be selected from Adult Education, Anthropology, Business Administration, Business Education, Curriculum and Instruction, Counseling, Educational Administration, Educational Media, Home Economics, Journalism, Safety, Sociology or Special Education.	
3. Thesis or Electives .....	2-6



Should a minor be selected in Adult Education or Safety Education, then the 2-6 hours of electives must be selected in content areas other than VTE, AE and SED.

4. At least one-half of the courses counted for the master's degree should be taken in courses numbering 600 to 699.
500. **PHILOSOPHY OF VOCATIONAL EDUCATION. 3 hrs.**  
An overview of the historical origins of vocational education and their relationship to major educational philosophies; study of the philosophical foundations of each area of vocational education; analysis of questions fundamental to an overall philosophy of vocational education.
506. **VOCATIONAL EDUCATIONAL LEGISLATION. 3 hrs.**  
An overview of the historical evolution of vocational education legislation; analysis of the Vocational Education Act of 1963 and the Vocational Act of 1976 as they relate to state and local planning of occupational education programs.
510. **DEVELOPING INSTRUCTIONAL MATERIALS FOR OCCUPATIONAL COURSES. 3 hrs.**  
Study of procedures for analyzing an occupation to identify essential knowledge and skills; use of the analysis to develop behavioral objectives and an instructional plan for a specific occupation, with emphasis on innovative and multimedia approaches to facilitate student achievement of the stated objectives to a specified level.
520. **PRINCIPLES AND PRACTICES IN COOPERATIVE EDUCATION. 3 hrs.**  
Study of principles for planning, implementing, and evaluating a cooperative program within the various categorical service areas of vocational education; analysis of factors which must be considered in selection of the cooperative design for certain educational levels and for student groups with special needs.
522. **COORDINATION OF COOPERATIVE PROGRAMS IN VOCATIONAL EDUCATION. 3 hrs.**  
Study of the types of data needed for planning a cooperative program within one or more service areas of vocational education, operational procedures for implementing the plan, the techniques for evaluating the program and individual progress; each student will conduct a study of the community to identify appropriate work stations for a specified level and develop a detailed plan for utilization of such facilities; for maximum credit, the student will implement and evaluate the program he designed throughout an academic year.
530. **OCCUPATIONAL EDUCATION FOR THE DISADVANTAGED. 2 to 3 hrs.**  
Study of conditions which mitigate against success in school for students of all ages; emphasis on the potential of occupational education programs for assisting such students to achieve a level of employability and to achieve a higher level of academic achievement through materials related to personal interests and employment goals; emphasis on cooperative planning and teaching involving academic teachers and counselors. Implementation of a plan for maximum credit.
579. **PRACTICUM IN OCCUPATIONAL EDUCATION PROGRAMS. 1-4 hrs.**  
Individually designed to provide field experience under supervision of the faculty, such experience to be related to the student's projected role in vocational education (instruction, administration program planning, research).
- 581-582-583-584. **SPECIAL TOPICS IN VOCATIONAL-TECHNICAL EDUCATION. 1-3 hrs.**  
Concentrated study of a special topic in vocational education, to be selected cooperatively by student and faculty adviser; hours of credit to be determined by magnitude of the project and number of hours commitment the student makes to its completion.
600. **SUPERVISION OF VOCATIONAL EDUCATION PROGRAMS. 3 hrs.**  
Study and application of basic principles of supervision to vocational education at the state, system, and institutional levels; identification of specific supervisory responsibilities required at the second and postsecondary levels, and functional differences in full-time and part-time types of vocational programs.
602. **ADMINISTRATION OF OCCUPATIONAL EDUCATION PROGRAMS. 3 hrs.**  
Study of federal and state legislation related to vocational education, to identify those elements which affect local administration of vocational programs; emphasis on administrative responsibilities in relation to planning, implementation, and evaluation of vocational programs.
604. **SURVEY OF VOCATIONAL PROGRAMMING FOR SCHOOL ADMINISTRATORS. 3 hrs.**  
An overview of occupational education history, philosophy, legislation, certification,

evaluation, and operation. Comparison to academic programs to emphasize similarities and differences.

606. **DEVELOPING A LOCAL PLAN FOR VOCATIONAL EDUCATION. 3 hrs.**

Analysis of factors which must be considered in developing a local plan for vocational education, with emphasis on implication of the state plan and federal guidelines; study of factors and influences which impinge upon the program during the implementation phase; development of one or more procedures for evaluating the total program.

610. **CAREER EDUCATION CURRICULUM DEVELOPMENT. 3 hrs.**

An instructional resource unit is developed which incorporates activities which will assist children and youth achieve academic, general, or vocational subject goals and also career education goals. The unit includes goals, objectives, procedures, student activities, resources, and evaluation.

640. **LITERATURE OF VOCATIONAL-TECHNICAL EDUCATION. 3 hrs.**

A program of reading, either extensive or intensive, and reports of specific areas of vocational education or particular problems within an area of vocational-technical education; reading selected cooperatively with adviser. Limited to three semester hours.

660. **VOCATIONAL EDUCATION AND MANPOWER NEEDS. 3 hrs.**

Study of the sources of data on manpower needs and employment opportunities; relationship to planning techniques for conducting a community survey, organizing data for computer analysis and applying for findings to the decision-making and planning process.

662. **OCCUPATIONAL EDUCATION AND THE COMMUNITY. 3 hrs.**

Study of community organization and the relationship of the vocational education program to the occupational structure of the community; consideration of models for analyzing employment opportunities and occupational training needs and of the processes involved in securing community involvement and commitment.

670. **RESEARCH APPLICATION IN OCCUPATIONAL EDUCATION. 3 hrs.**

A study of methodology, application, analysis and synthesis of research in occupational education. A review of current occupational education studies, clustered by areas, with attention to statistical techniques, data collecting, data handling, and the audience and impact of particular projects and research organizations.

674. **EVALUATION IN OCCUPATIONAL EDUCATION. 3 hrs.**

Study of the concepts and methods of occupational education evaluation, with attention to techniques for determining the extent to which educational goals are being achieved, to locate the barriers to advancement of these goals, and to discover the consequences of educational programs.

681. **THESIS. 3-6 hrs.**

Individual research on a specific problem of concern to the student and of significance to occupational education.

# The Faculty

## ACCOUNTING

### Associate Professor:

ROBERT F. GODFREY (chmn.), B.S.B.A. 1958; B.S.E.D. 1959, Bowling Green State; M.B.A. 1961, Ohio; Ph.D. 1977, Ohio State.

ROLAND L. MADISON, B.S. 1968, W.Va. Tech; M.S. 1971, Kent State; Ph.D. 1978, Nebraska.

## ANATOMY

### Professor:

ROBERT L. BRADLEY, B.A. 1939, West Virginia; M.D. 1943, Northwestern; Ph.D. 1971, Kentucky.

JAMES E. MORELAND (chmn.), B.S. 1950, Northwestern State Coll., La.; M.S. 1958 L.S.U.; Ph.D. 1961, L.S.U. Med. Sch.

### Associate Professor:

PAUL M. MILLET, B.S. 1967, S.E. Louisiana U.; Ph.D., 1975, Louisiana State.

### Assistant Professor:

PATRICK I. BROWN, B.A. 1965, Murray State; M.S. 1967, Kentucky; Ph.D., 1975, Southern Ill.

DAVID L. DAWSON, B.A. 1964, Adams State; M.A. 1967; Ph.D. 1975, Southern Ill.

## ART

### Associate Professor:

MICHAEL I. CORNFELD, B.A. 1964, Indiana; M.F.A. 1967, Carnegie Inst.

JOHN DOLIN, B.F.A. 1968; M.A., 1969, Okla.; Ph.D. 1978, Ohio U.

JUNE Q. KILGORE (chmn.), B.A. 1957; M.A. 1962 Marshall; M.F.A. 1971, Pratt Inst.

### Assistant Professor:

EARLINE ALLEN, B.A. 1965; M.A., 1966, Marshall; M.F.A. 1978, Ohio U.

FREDERICK BURKETT, B.A. 1964, Frostburg; M.A. 1968, Arizona; Ed.D. 1979 Penn. State.

ROBERT P. HUTTON, B.F.A. 1968, Carnegie-Mellon; M.F.A. 1970, Penn. State.

## BIBLE AND RELIGION

### Associate Professor:

CHARLES RAY MABEE, (chmn.) A.B.

1965, N.E. Missouri State; B. Div. 1969, Dubuque Theol. Sem.; Ph.D. 1977, Claremont Graduate School.

CLAYTON L. MCNEARNEY, B.A. 1962, Minnesota; Ph.D. 1970, Iowa.

## BIOCHEMISTRY

### Professor:

FREDERICK J. LOTSPEICH (chmn.), B.S. 1947; M.S. 1952, West Virginia; Ph.D. 1955, Purdue.

### Associate Professor:

RICHARD A. GILMORE, B.A. 1955, Hanover; Ph.D. 1966, California.

KENNETH E. GUYER, B.A. 1955, Texas; M.S. 1960; Ph.D. 1962, Ohio State.

HELENE Z. HILL, B.A. 1950, Smith; Ph.D. 1964, Brandeis.

### Assistant Professor:

HENRY K. HAHN, B.A. 1959, Iowa; M.S. 1965, Creighton; Ph.D. 1975, Nebraska.

MICHAEL R. MOORE, B.S. 1966, St. Joseph's; M.S. 1969; Ph.D. 1975, Georgia.

## BIOLOGICAL SCIENCES

### Professor:

STANLEY W. ASH, B.A. 1950, Glenville State; M.A. 1954, Marshall; Ph.D. 1976, U. of Chicago.

HOWARD L. MILLS, B.S. 1944; M.S. 1949, Marshall; Ph.D. 1951, State U. of Iowa.

DONALD C. TARTER, B.S. 1958, Georgetown Coll.; MAT 1963, Miami U.; Ph.D. 1968 U. of Louisville.

HAROLD E. WARD (chmn.), B.A. 1949; M.A. 1951, Marshall; Ph.D. 1964, Ohio State.

JOHN R. WARREN, B.A. 1941, Marietta; M.S. 1947; Ph.D. 1950, Ohio State.

### Associate Professor:

FRANKLIN L. BINDER, B.A. 1967, Indiana U. of Penn; M.S. 1969; Ph.D. 1971, West Virginia.

MARGARET A. BIRD, B.A. 1958, Marietta; M.A. 1963, Duke; Ph.D. 1970 N.C. State.

RONALD E. GAIN, B.S. 1962, Wilmington; M.A. 1965, Miami U.; Ph.D. 1968, West Virginia.

JAMES E. JOY, B.S. 1965; M.S. 1966, Marshall; Ph.D. 1970, Texas A&M.

BOWIE E. KAHLE, B.S. 1962, Concord; M.S. 1966; Ph.D. 1972, West Virginia.

RALPH W. TAYLOR, B.S. 1960; M.S. 1968,



Murray State, Ph.D. 1972, U. of Louisville.

THOMAS E. WEAKS, B.S. 1956, Austin Peay; M.A. 1960, Geo. Peabody Coll.; Ph.D. 1971, Tennessee.

Assistant Professor:

WAYNE ELMORE, B.A. 1969, Western Ky.; Ph.D. 1963, Vanderbilt.

DAN K. EVANS, B.S. 1961, Murray State; M.S. 1972; Ph.D. 1975, So. Illinois U.

MARY ETTA HIGHT, B.S. 1953, Concord; B.S. 1961, Morris Harvey; M.S. 1965; Ph.D. 1972, Wayne State.

PHILLIP E. MODLIN, B.A. 1951; M.A. 1957, Marshall.

SEIDEL, MICHAEL, B.S. 1967, U. of Miami; M.S. 1969; Ph.D. 1973, New Mexico.

## CHEMISTRY

Professor:

MANOJ R. CHAKRABARTY, B.Sc. 1951; M.Sc. 1954, U. of Calcutta; Ph.D. 1962, Toronto.

JAMES E. DOUGLASS (chmn.) B.A. 1952, Rice; Ph.D. 1959, Texas.

EDWARD S. HANRAHAN (dean, Coll. Sci.), B.S. 1951, Mississippi; M.S. 1956; Ph.D. 1959, West Virginia.

JOHN H. HOBACK, B.A. 1941; M.S. 1942, Marshall; Ph.D. 1947, West Virginia.

CHANG W. KONG, B.S. 1957; M.S. 1959, Seoul Nat'l U.; M.S. 1965; Ph.D. 1967, St. Louis U.

ARTHUR R. LEPLEY, B.A. 1954, Bradley; S.M. 1956; Ph.D. 1958, U. of Chicago.

JOSEPH L. ROBERTS, B.S. 1953, Ogelthorpe; M.A. 1955, S. Dakota; Ph.D. 1964, U. of Cincinnati.

Associate Professor:

DANIEL P. BABB, B.A. 1963, Mankato; Ph.D. 1968, Idaho.

JOHN W. LARSON, B.A. 1965, Mankato; M.S. 1966; Ph.D. 1968, Carnegie-Mellon.

HOWARD C. PRICE, B.S. 1963, Dickinson; Ph.D. 1971, State U. of N.Y.

Assistant Professor:

JOHN L. HUBBARD, B.S. 1969, North Carolina; Ph.D. 1976, Purdue.

## CLASSICAL STUDIES

Professor:

LOUISE P. HOY (chmn.), B.A. 1943, Duke; M.A. 1945; Ph.D. 1952, Bryn Mawr.

CHARLES LLOYD, B.A. 1966, Marshall; M.A. 1973; Ph.D. 1976, Indiana.

## COUNSELING AND REHABILITATION

Professor:

ROBERT L. DINGMAN, B.S. 1953, Central Mich.; M.Ed. 1961; Ed.D. 1971, Wayne State.

WILLIAM A. WALLACE (chmn.), B.A.

1953, Geneva Coll.; M.Ed. 1957, Kent State; Ed.D. 1966, Wayne State.

Associate Professor:

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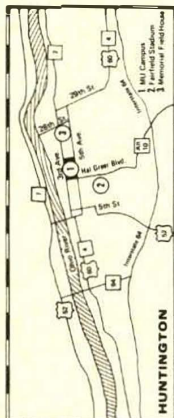
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# MARSHALL UNIVERSITY CAMPUS



## LEGEND

1. Old Main
  2. Smith Music Hall
  3. Student Union
  4. Library
  5. Science Building
  6. Art Building
  7. Laffey Hall
  8. Community College
  9. Proctor Hall
  10. College Hall
  11. Gallicks Hall
  12. Twin Towers Residence Hall
  13. Women's Physical Education Building
  14. Jenkins Hall
  15. Memorial Student Center
  16. Student Center
  17. Northeast Hall
  18. Bankick Hall
  19. Communications Building
  20. Campus Christian Center
  21. Service Maintenance Building
  22. Dining Building
  23. Church
  24. Decatur Memorial Building
  25. Physical Education/Athletic Facility
  26. Family Care Outpatient Clinic
  27. Curbly Hall
- a • Intramural field  
b • athletic field  
c • track field  
d • track field  
e • Memorial Fountain  
f • Handerson Center (under construction)  
g • Physical Education/Athletic Facility

Service Vehicles  
and Visitors

Student  
Center

Physical  
Education/Athletic  
Facility

Handerson Center  
(under construction)

Physical Education/Athletic  
Facility

Student  
Center

Physical  
Education/Athletic  
Facility

Handerson Center  
(under construction)

Physical Education/Athletic  
Facility

Student  
Center

Physical  
Education/Athletic  
Facility

Handerson Center  
(under construction)

Physical Education/Athletic  
Facility

Student  
Center

Physical  
Education/Athletic  
Facility

